



CITY OF PARKVILLE * 8880 Clark Avenue * Parkville, MO 64152 * (816) 741-7676 * (816) 741-0013

DEAN KATERNDAHL

Mayor

TINA WELCH
PHILIP WASSMER
Ward 1 Aldermen

BRIAN T. WHITLEY
BOB BENNETT
Ward 2 Aldermen

DOUGLAS WYLIE
STEPHEN MELTON
Ward 3 Aldermen

MICHAEL LEE
ALLYSON R. BERBERICH
Ward 4 Aldermen

SESSION SCHEDULE:

7:00 p.m.: Regular Meeting

The Parkville Board of Aldermen encourages citizen participation in city government. In compliance with the Missouri Sunshine Law, you are invited to participate in the meeting. The following rules have been established to facilitate the transaction of business during a meeting and ensure that everyone gets to speak. Please take a moment to review these rules before the meeting begins.

- Silence your mobile devices and set other noise-making devices to off or to “SILENT MODE” before the meeting begins.
- Always speak from the podium and use the microphone. This ensures that all comments are accurately and properly recorded on video and heard by those in the audience. Speakers are requested to state their full name, address and group affiliation, if any, before delivering any remarks.
- Speakers should limit their comments so as not to exceed three minutes. In the event of extensive public participation, the Mayor may further limit speaking times to assure as many people as possible have an opportunity to address the Board of Aldermen.
- If you have documentation or other materials to present to the Board of Aldermen for the official record, please provide them to the City Clerk.
- CITIZEN INPUT reserves time for citizen input on any City matter, other than those listed on the Action Agenda. A member of the public must submit to the City Clerk his/her name, address and the subject to be presented, along with any supporting materials, by noon the day of the Board meeting. Unless unusual circumstances dictate otherwise, the Board of Aldermen will not make a decision on any issue(s) presented by an individual or group during a meeting, but may refer an item to staff for action or additional analysis (Boy Scouts, Girl Scouts and other similar youth civic/service members will be recognized during Citizen Input and are therefore exempt from the notification requirement). Speakers will be limited to three (3) minutes, unless waived at the discretion of the Mayor.
- CONSENT AGENDA lists all matters that are considered to be routine by the Board of Aldermen and will be enacted under one motion without discussion. Any member of the Board of Aldermen may be allowed to request an item be pulled from the Consent Agenda for consideration under

the regular agenda if debate and a separate motion are desired. Any member of the Board of Aldermen may be allowed to question or comment on an item on the Consent Agenda without a separate motion under the regular agenda. Items not removed from the Consent Agenda will stand approved upon motion made by any alderman, followed by a second and a voice vote to “Approve the consent agenda and recommended motions for each item, as presented.”

- Voices carry, so please speak softly and keep discussion in the audience to a minimum so the Board of Aldermen can hear the discussions and make informed decisions.

Agendas can be accessed on the City website at <https://parkvillemo.gov/government/board-of-aldermen/> or by contacting the City Clerk at (816) 741-7676.

The City of Parkville does not discriminate on the basis of race, color, national origin, gender, religion, age, disability, genetic information, or other circumstance prohibited by federal, state, or local law, rule, or regulation, including Title II of the Americans with Disabilities Act.

BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, December 3, 2024 7:00 PM
City Hall Board Room

Next numbers: Bill No. 3308 / Ord. No. 3241

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

3. CONSENT AGENDA

- A. Approve the minutes for the November 19, 2024, regular meeting
- B. Approve an agreement with the Parkville Area Chamber and EDC for economic development services through December 31, 2025
- C. Approve a temporary resort with Sunday sales liquor license for The Craic on Main located at 12 Main Street
- D. Approve Change Order No. 1 with She Digs It Inc. for new variable frequency drives and related components for the 2024 McAfee Pump Station Rehabilitation Project
- E. Approve Change Order No. 2 with She Digs It Inc. to repair electrical issues for the 2024 McAfee Pump Station Rehabilitation Project
- F. Approve Change Order No. 3 with She Digs It Inc. for crane and fabrication work for the

Posted Date & Time: November 27, 2024 12:50 pm By: KS

2024 McAfee Pump Station Rehabilitation Project

- G. Approve Change Order No. 1 with Barkley Asphalt Co. for additional work for the 2024 Asphalt Maintenance Project
- H. Renew an intergovernmental agreement with Mid-America Regional Council Solid Waste Management District for the 2025 Regional Household Hazardous Waste Collection Program
- I. Approve an agreement with KCI Technologies Inc. for geographic information system services

4. ACTION AGENDA

- A. Approve the first reading of Bill No. 3308, an ordinance to amend various sections of Parkville Municipal Code Chapter 105 regarding start time for regular Board of Aldermen meetings, effective January 1, 2025 (Administration)
- B. Approve the first reading of Bill No. 3309, an ordinance to rezone one parcel on 17.36 acres, more or less, for Creekside Industrial Complex from Platte County "RE" Rural Estate to City of Parkville "I-2" Light Industrial District - Case No. PZ 2024-27; Parkville Industrial, LLC, applicant (Community Development)
- C. Approve the first reading of Bill No. 3310, an ordinance to approve a preliminary development plan for Creekside Industrial Complex - Case No. PZ 2024-28; Parkville Industrial, LLC, applicant (Community Development)

5. STAFF UPDATES ON ACTIVITIES

- A. Administration
 - 1. Accounts Payable
- B. Police Department
- C. Community Development
 - 1. Development Updates
- D. Public Works
- E. Parks & Recreation

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

7. UPCOMING MEETINGS

- A.
 - Tuesday, December 17, 2024, at 7:00 p.m.
 - Tuesday, January 7, 2025, at 6:00 p.m.
 - Tuesday, January 21, 2025, at 6:00 p.m.
 - Tuesday, February 4, 2025, at 6:00 p.m.

8. EXECUTIVE SESSION

- A. The Board of Aldermen may enter into closed session pursuant to:
 - RSMo. 610.021(1) for legal actions, litigation and attorney-client communication
 - RSMo. 610.021(2) for real estate matters

RSMo. 610.021(3) and/or (13) for personnel matters
RSMo. 610.021(12) for sealed bids and contract negotiations

9. ADJOURN

General Agenda Notes:

The agenda closed at noon on November 27, 2024. With the exception of emergencies or other urgent matters, any item requested after the agenda was closed will be placed on the next Board meeting agenda. The deadline to submit your name for Citizen Input is noon on December 3, 2024.

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 November 19, 2024, and was called to order by Mayor Dean Katerndahl. City Clerk Melissa McChesney called the roll as follows:

Present:

Ward 1 Alderman Philip Wassmer
Ward 2 Alderman Brian T. Whitley
Ward 3 Alderman Douglas Wylie
Ward 3 Alderman Stephen Melton
Ward 4 Alderman Allyson R. Berberich

Absent:

Ward 1 Alderman Tina Welch - *with prior notice*
Ward 2 Alderman Bob Bennett
Ward 4 Alderman Michael Lee - *with prior notice*

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 Denny Dowdy for the City's 2024 Paint Parkville Purchase Award

Mayor Katerndahl recognized Denny Dowdy for receiving the City's Paint Parkville Purchase Award.

3. CONSENT AGENDA

- A. Approve the minutes for the November 5, 2024, regular meeting
- B. Approve the minutes for the November 5, 2024, work session
- C. Receive and file the crime statistics for January through September 2024

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

RESULT: MOTION PASSED 5-0.

4. ACTION AGENDA

A. **Approve the second reading of Bill No. 3303, an ordinance to adopt the 2025 Operating Budget**

Mayor Katerndahl stated that the first reading of the ordinance was presented on November 5. City Administrator Alexa Barton said that two charges were updated in the budget document.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO I MOVE TO APPROVE BILL NO. 3303, AN ORDINANCE **ADOPTING THE 2025 OPERATING BUDGET,** ON SECOND READING TO BECOME ORDINANCE NO. 3236.

RESULT: MOTION PASSED 5-0.

AYES: PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

B. **Approve the second reading of Bill No. 3304, an ordinance to classify all employee positions and establish compensation for such classifications for fiscal year 2025**

Mayor Katerndahl stated that the first reading was presented on November 5. No additional information was provided.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO APPROVE BILL NO. 3304, AN ORDINANCE **CLASSIFYING EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION RANGES FOR FISCAL YEAR 2025,** ON SECOND READING TO BECOME ORDINANCE NO. 3237.

RESULT: MOTION PASSED 5-0.

AYES: PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

C. **Approve employee insurance benefits including health, dental and vision insurance renewal with Blue Cross/Blue Shield and the Employee Benefits Plan for 2025**

City Administrator Alexa Barton stated that Bukaty Company competitively bid for the health insurance and Blue Cross/Blue Shield was recommended, with a 15.9 percent increase. She added that there was minimal or no increase in dental and vision coverage.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO APPROVE THE EMPLOYEE-RELATED INSURANCE BENEFITS HEALTH, DENTAL, VISION, EMPLOYEE BENEFITS PLAN AND MORE, WITH THE MAJORITY OF COVERAGE PROVIDED THROUGH BLUE CROSS/BLUE SHIELD AND GUARDIAN FOR 2025 RENEWALS.

RESULT: MOTION PASSED 5-0.

D. **Hold a public hearing and approve the second reading of amended Bill No. 3301, an ordinance to implement a three percent rate increase for sewer minimum charge, sewer user charge and sewer surcharge of the City's sewer utility in 2025**

Mayor Katerndahl stated that the first reading was presented on October 15. City Administrator Alexa Barton noted that the proposed increase was three percent, which would be used to address maintenance and repair work.

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

Barton said that staff was working with the Platte County Regional Sewer District (PCRSB) to discuss a merger to possibly be placed on the ballot in April 2026. PCRSB wanted to know the status of the City's infrastructure to decide if they wanted to move forward.

Discussion focused on the interfund transfer and the City's responsibility to maintain the system and oversee the daily operations. Deputy City Administrator/Finance Director Bryan Kidney noted that billing, revenue collection and operations and maintenance were outsourced to PCRSB, but not administration.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO APPROVE AMENDED BILL NO. 3301, AN ORDINANCE AMENDING SECTION 703.040 OF THE PARKVILLE MUNICIPAL CODE IMPLEMENTING A THREE PERCENT INCREASE TO THE SEWER MINIMUM CHARGE, SEWER USER CHARGE AND SEWER SURCHARGE FOR CUSTOMERS OF THE PARKVILLE SEWER SYSTEM, ON SECOND READING TO BECOME ORDINANCE NO. 3238.

RESULT: MOTION PASSED 5-0.

AYES: PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

E. **Approve the first and second reading of Bill No. 3306, an ordinance to approve the second amendment to the service agreement with the Platte County Regional Sewer District for 2025**

City Administrator Alexa Barton said that the renewal was to extend the daily operations and utility billing to the Platte County Regional Sewer District, and it included a three percent increase.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO APPROVE BILL NO. 3306, AN ORDINANCE APPROVING THE SECOND AMENDMENT TO THE SERVICE AGREEMENT WITH THE PLATTE COUNTY REGIONAL SEWER DISTRICT IN ORDER TO INCREASE THE DISTRICT'S BASE FEE COMPENSATION FOR THE YEAR 2025, ON FIRST READING.

RESULT: MOTION PASSED 5-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN TO APPROVE BILL NO. 3306, AN ORDINANCE APPROVING THE SECOND AMENDMENT TO THE SERVICE AGREEMENT WITH THE PLATTE COUNTY REGIONAL SEWER DISTRICT IN ORDER TO INCREASE THE DISTRICT'S BASE FEE COMPENSATION FOR THE YEAR 2025, ON SECOND READING TO BECOME ORDINANCE NO. 3239.

RESULT: MOTION PASSED 5-0.

AYES: PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

F. **Award of the Parkville Farmer's Market Project to E.L. Crawford Construction, Inc., in the bid amount of \$1,512,809, inclusive of the base bid amount and all four alternate bid amounts, and approval of an associated construction contract with E.L. Crawford Construction, Inc. for said Project**

City Administrator Alexa Barton provided a history of the damage to the farmers market structure and an overview of the funding for the new structure. She said that ten bids were received for the construction.

Parks and Recreation Director Brittanie Propes provided an outline of the base bid and the bid alternates; presentation attached as Exhibit A. She added that landscaping would be

planted by City staff.

Discussion focused on the wheel stops that would allow parking around the structure at all times, but not underneath it; the two parking spaces that would be added with all the changes; and the lighting in the fourth bid alternate.

Eric Moore, E.L. Crawford Construction, provided a list of projects they worked on and said fencing would close off the construction area.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO APPROVE THE AWARD OF THE PARKVILLE FARMER'S MARKET PROJECT TO E.L. CRAWFORD CONSTRUCTION, INC., IN THE BID AMOUNT OF \$1,512,809, INCLUSIVE OF THE BASE BID AMOUNT AND ALL FOUR ALTERNATE BID AMOUNTS, AND APPROVAL OF AN ASSOCIATED CONSTRUCTION CONTRACT WITH E.L. CRAWFORD CONSTRUCTION, INC. FOR SAID PROJECT AND TO AUTHORIZE THE PARKS AND RECREATION DIRECTOR AUTHORITY TO APPROVE CHANGE ORDERS NOT TO EXCEED 10% OF THE TOTAL VALUE OF THE CONTRACT.

RESULT: MOTION PASSED 5-0.

G. Approve the first and second reading of Bill No. 3307, an ordinance to amend Ordinance No. 3235 to extend the Parkville city limits by voluntary annexation to include three parcels generally located north of Highway 9 and east of Coffey Road - Park University, applicant

Community Development Director Stephen Lachky stated that a public hearing was held on November 5 and the voluntary annexation of three parcels, located within Kansas City, Missouri, was approved. The Missouri statutes regarding annexation stated that if no written objections were received within 14 days of the public hearing, the annexation was approved. Lachky added that the proposed ordinance amended the original ordinance to note that no objections were received.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO APPROVE BILL NO. 3307, AN ORDINANCE AMENDING ORDINANCE NO. 3235 AND EXTENDING THE LIMITS OF THE CITY OF PARKVILLE BY VOLUNTARY ANNEXATION TO INCLUDE DESCRIBED REAL ESTATE CURRENTLY LOCATED IN THE MUNICIPAL LIMITS OF THE CITY OF KANSAS CITY, MISSOURI GENERALLY LOCATED NORTH OF HIGHWAY 9 AND EAST OF COFFEY ROAD ALONG THE MUNICIPAL BOUNDARY OF THE CITY OF PARKVILLE -- PLATTE COUNTY PARCEL NOS. 19-9.0-31-200-003-009.000 (39.19 ACRES, MORE OR LESS), 19-9.0-31-200-003-011.000 (33.48 ACRES, MORE OR LESS), AND 19-9.0-31-200-003-010.000 (6.62 ACRES, MORE OR LESS), ON FIRST READING.

RESULT: MOTION PASSED 5-0.

ACTION: IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN WHITLEY TO APPROVE BILL NO. 3307, AN ORDINANCE **AMENDING ORDINANCE NO. 3235 AND EXTENDING THE LIMITS OF THE CITY OF PARKVILLE BY VOLUNTARY ANNEXATION TO INCLUDE DESCRIBED REAL ESTATE CURRENTLY LOCATED IN THE MUNICIPAL LIMITS OF THE CITY OF KANSAS CITY, MISSOURI GENERALLY LOCATED NORTH OF HIGHWAY 9 AND EAST OF COFFEY ROAD ALONG THE MUNICIPAL BOUNDARY OF THE CITY OF PARKVILLE -- PLATTE COUNTY PARCEL NOS. 19-9.0-31-200-003-009.000 (39.19 ACRES, MORE OR LESS), 19-9.0-31-200-003-011.000 (33.48 ACRES, MORE OR LESS), AND 19-9.0-31-200-003-010.000 (6.62 ACRES, MORE OR LESS), ON SECOND READING TO BECOME ORDINANCE NO. 3240.**

RESULT: MOTION PASSED 5-0.

AYES: PHILIP WASSMER, BRIAN T. WHITLEY, DOUGLAS WYLIE, STEPHEN MELTON, ALLYSON R. BERBERICH

NOES: NONE

ABSTAIN: NONE

5. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Accounts Payable

Per RSMo. 79.300, the accounts payable report outlining payments processing for payroll, contractual, commodities, equipment and all obligations of the City was included in the agenda packet.

2. City Hall Closed November 28-29 - Thanksgiving

City Administrator Alexa Barton said that City offices would be closed November 28-29 for the Thanksgiving holiday.

Barton said an ordinance would be presented at the December 3 meeting to change the start time of regular Board of Aldermen meetings to 6:00 p.m.; it would become effective January 1.

B. Police Department

Police Chief Kevin Chrisman provided an update on the deer hunt at Park University,

noting that seven deer had been taken. He also reminded the Board about the Park Village holiday luncheon on December 4 and Shop with a Cop on December 15.

C. **Community Development**

Community Development Director Stephen Lachky said that his staff received Americans with Disabilities Act training as it pertained to building codes. He also thanked Mayor Katerndahl for representing the City at the Mid-America Regional Council Total Transportation Policy Committee meeting.

D. **Public Works**

Public Works Director Dan Harper said his staff was preparing for winter and snow plowing, and they would be testing a new product called SnowSlicer that which worked in lower temperatures. He said the update on stormwater standards was still in progress, the committee was working on a draft and he believed it would be ready to adopt in the spring.

E. **Parks & Recreation**

Parks and Recreation Director Brittanie Propes said the survey for the parks and recreation master plan was officially closed and the ETC Institute and SWT Design would organize and interpret the results. The steering committee would review the results, which would be presented at a joint work session with the Community Land and Recreation Board on January 7, 2025. She also provided updates on events, noting that Turkey Trot was scheduled for November 28, Christmas on the River would be held on December 6 and the Holiday Wonder Walk in English Landing Park would begin on December 6.

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

Alderman Wylie said that the Mid-America Regional Council Solid Waste Management District was working on their 2025 Action Plan on how to reduce trash volume in landfill.

Alderman Berberich announced her resignation as Ward 4 Alderman, which would become effective on December 17 before the meeting. Mayor Katerndahl noted that resumes from applicants in Ward 4 would be accepted through December 6, candidates would be interviewed and his recommendation would be presented at a special meeting on December 17.

7. UPCOMING MEETINGS

8. EXECUTIVE SESSION

9. ADJOURN

Mayor Katerndahl declared the meeting adjourned at 8:36 p.m.

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF NOVEMBER 19, 2024

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Draft until approved by the Board of Aldermen

The minutes for November 19, 2024, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the third day of December 2024.

Submitted by:

City Clerk Melissa McChesney

CITY OF PARKVILLE

Policy Report

Date: November 22, 2024

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve an agreement with the Parkville Area Chamber and EDC for economic development services through December 31, 2025

BACKGROUND:

The City adopted the Parkville Plan for Progress, an economic development strategic plan to form an Economic Development Corporation (EDC) in September 2010. On October 28, 2010, the EDC was formed as a corporation pursuant to the Missouri Non-Profit Corporation Law to be operated exclusively for exempt purposes within the meaning of Section 501(c) of the IRS Code.

Since the formation, the City has participated as a member and community partner -- along with private investors and members -- all providing funding to attract and retain businesses and attract quality business and needed industry within Parkville. The Parkville EDC merged with the Parkville Area Chamber of Commerce and are now the Parkville Area Chamber and EDC (PACE).

PACE actively participates in development discussions for the community and the region and is a community advocate for businesses and the City. Their state mission is to maintain and enhance the quality and value of life within Parkville by carrying out the primary purpose of promoting solid/quality economic and community development and facilitating responsible economic development.

STRATEGIC GOAL(S):

- Operational Excellence
- Quality Development

BUDGET IMPACT:

This item is budgeted within the 2025 budget in the amount of \$40,000.

ALTERNATIVES:

1. Approve the agreement with PACE for 2025.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

This agreement was not reviewed by the Finance Committee.

STAFF RECOMMENDATION:

Staff recommends approval of the agreement with PACE for economic development services through 2025.

POLICY:

The City Administrator can request approval by the Board of Aldermen at her discretion.

SUGGESTED MOTION:

I move to approve the agreement with the Parkville Area Chamber and EDC through December 31, 2025, in the amount of \$40,000.

ATTACHMENTS:

1. Agreement

ECONOMIC DEVELOPMENT COMMUNITY PARTNERSHIP AGREEMENT BY AND
BETWEEN THE PARKVILLE AREA CHAMBER AND EDC AND THE
CITY OF PARKVILLE, MISSOURI

This Agreement, made and entered into this ___ day of _____ 2024, by and between the Parkville Area Chamber and EDC , a Missouri non-profit corporation (the "PACE"), and the City of Parkville, Missouri (the "City").

WITNESSETH:

WHEREAS, on September 21, 2010, by Resolution No. 09-01-10, the City adopted the Parkville Plan for Progress, an economic development strategic plan which contemplated formation of an independent organization to implement the strategies and goals outlined in the Parkville Plan for Progress; and

WHEREAS, on October 28, 2010, the Parkville Economic Development Council was formed as a corporation pursuant to the Missouri Non-Profit Corporation Law to be operated exclusively for exempt purposes within the meaning of Section 501(c) of the Internal Revenue Code for the purpose of promoting economic and community development within the City of Parkville, Missouri; and

WHEREAS, in 2023 the Parkville Economic Council merged with the Parkville Chamber of Commerce, and the surviving corporation is now known as the Parkville Area Chamber and EDC (PACE"); and

WHEREAS, the PACE is working to achieve the goals outlined in the PACE Strategic Plan that correlate to the city of Parkville 2040 Master Plan through the attraction and retention of business and industry and has demonstrated its ability to attract and retain business within the City; and

WHEREAS, PACE leadership continues to contribute to the economic environment in the community with participation in development discussions, community asset advocacy, and economic development strategies; and

WHEREAS, in conjunction with its stated mission of maintaining and enhancing the valued quality of life within the City of Parkville, Missouri, and carrying out its primary purpose of promoting economic and community development and encouraging and facilitating responsible economic development within the City of Parkville, Missouri, the PACE may cooperate with and enter into agreements with private parties through an investment and membership system and with other entities including public entities as community partners; and

WHEREAS, the parties hereto have determined that it is in the best interest of the City, and important to the public purpose of promotion of the general economic welfare of the City, to continue to serve as a community partner with and to provide funding to the PACE along with private investors and members on an annual basis to assist the PACE in carrying out its goals and objectives consistent with the PACE Strategic Plan that correlate to the city of Parkville 2040 Master Plan and Economic Development Incentive Policy.

NOW THEREFORE, in consideration of the mutual undertakings and mutual benefits associated with the activities identified herein, the PACE and City agree as follows:

1. SCOPE OF ACTIVITIES

The PACE shall perform economic development activities in accordance with its primary purpose of promoting economic and community development and encouraging and facilitating responsible economic development within the City of Parkville, Missouri, and for the benefit of the community in furtherance of the goals, policies, and implementation items outlined with the PACE Strategic Plan that correlate to the city of Parkville 2040 Master Plan and the PACE's adopted Economic Development Incentive Policy. The PACE will work independently and collaboratively with City staff, private parties, and local, state, and regional economic development organizations, as necessary, to carry out said activities. Through partnerships with Platte County EDC, Northland Regional Chamber, Mid-America Regional Council, Regional Chamber, Riverfront Partnership, and through our membership leaders, PACE provides, and will continue to provide, insights and represent Parkville economic interests through these partnerships, all with the goal of promoting and developing the public purposes of economic development and growth in the City .

2. TERM OF AGREEMENT

The term of this Agreement shall be from January 1, 2025, to December 31, 2025. On or before November 5, 2025, the PACE shall provide the City Administrator with a copy of the then current fiscal year budget, projected year-end expenses and revenues, and its request for renewal of this Agreement, if applicable. The Executive Director will work with the City Administrator, PACE City Liaisons comprised of the Mayor and one City Alderperson, to review and confirm acceptable performance during the term of the Agreement in consideration for an additional 1-year renewal. Upon the positive feedback and recommendation of the City Liaisons, the City Administrator may elect to renew the Agreement for the 1-year renewal term by providing written notice of renewal by December 1, 2025.

3. STATUS REPORTS AND UPDATES

During the term of this Agreement, the PACE Executive Director and/or Board Chair shall provide, at a minimum, an annual update, or as requested by stakeholders regarding the PACE's activities pursuant to the terms of this Agreement. It is understood by both parties that the activities identified in the PACE Strategic Plan that correlate to the city of Parkville 2040 Master Plan, represent an ongoing plan and some objectives may have more or less progress in any given year.

4. CITY FUNDING COMMITMENT

The City agrees to provide funding to the PACE to assist it in carrying out activities contemplated by this Agreement for Fiscal Year 2025 in the amount of Forty Thousand Dollars and No Cents (\$40,000.00) within 30 days of receipt of an invoice from the PACE.

The City also agrees to provide additional compensation for the provision of the activities contemplated in this Agreement by providing space at City Hall for use by the PACE. Additional projects include, but not limited to:

- Citizen's Academy
- Incentive Policy work

- Development Review Committee
- Enhancements of permitting process

5. AUDIT AND INSPECTION OF RECORDS

Upon notice of not less than forty-eight (48) hours, the PACE shall permit an authorized representative of the City to inspect and audit all data and records of the PACE related to its activities pursuant to this Agreement.

PACE shall complete and provide an annual budget that is approved by the PACE Executive Board of Directors on or before the start of the PACE's fiscal year (January-December). A summary of the approved fiscal budget will be provided to the City Clerk.

PACE shall provide financial statement by PACE to the Parkville City Clerk for the preceding fiscal year on or before March 31.

6. SUBCONTRACTS

The PACE and City hereby agree that this Agreement shall not be assigned, transferred, conveyed or otherwise disposed of without the prior written consent of the other party to the Agreement.

7. REPRESENTATION ON BOARD

It is agreed that the PACE's Board of Directors is the governing body of the PACE and as such it oversees the operation of the PACE. The City is entitled to name two voting members of the Board of Directors. The City will possess one non-voting position on the Board of Directors who will serve in an ex-officio role. Both of the City's two representatives to the Board of Directors will concurrently serve on the PACE Executive Committee. The ex-officio member will also serve in the same role to the PACE Executive Committee. City membership on the Board of Directors and PACE Executive Committee shall not constitute a majority of the voting membership of either body.

8. NON-DISCRIMINATION PROVISIONS

The PACE will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, or age. PACE will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, or age. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training. PACE will, in all solicitation or advertisements for employees placed by or on behalf of professional, state that all qualified applicants will receive consideration for employment without regard to race, color, creed, religion, ancestry, national origin, sex, disability or other handicap, or age.

9. COMPLIANCE WITH THE LAW

Both parties shall comply with all applicable federal, state and local laws, ordinances, codes and regulations.

10. CONFLICT OF INTEREST/POLITICAL ACTIVITY

The elected officials, public officials, employees and agents of the City shall comply with all applicable laws and regulations relating to conflicts of interest with regard to the work and funding covered by this Agreement.

The PACE shall not use the funding provided by the City pursuant to this Agreement to advocate, support, or oppose any ballot measure or candidate for public office. This section shall not be construed to prohibit the PACE from engaging in legislative or policy advocacy at the local, state, or federal level.

11. INDEPENDENT CONTRACTOR

Neither party is authorized or empowered to make any commitments or incur any obligation on behalf of the other party. The PACE will perform the activities outlined herein as an independent contractor.

12. CANCELLATION, TERMINATION OR SUSPENSION

This Agreement may be terminated at any time by written, mutual agreement of the parties. The City may terminate the Agreement immediately if funds are not appropriated for the activities described herein. Both parties shall have the right to terminate this Agreement in the event that the other party is in default or violation of the terms or provisions of this Agreement and fails to cure such default or violation in the manner specified in subsection below.

In the event of such default or violation by either the City or the PACE, the other party shall send by hand delivery or certified mail a Notice Demand to Cure Default, explaining the specific nature and extent of the default or violation. The party receiving Notice shall cure or remedy said violation or default within forty-five (45) working days after receipt of said Notice, unless a longer time is agreed upon by both parties in writing. In case the default is not cured or remedied within forty-five (45) working days or longer time if agreed upon, the party that issued the Notice may exercise its option to terminate this Agreement upon forty-five (45) days of written notice thereafter.

13. NOTICE

Any notice required by this Agreement is deemed to be given if it is hand-delivered or mailed by United States certified mail, postage prepaid and is addressed as hereinafter specified. Notice to the City shall be addressed to:

City Administrator
City of Parkville
8880 Clark Ave.
Parkville, MO 64152

Notice to PACE shall be addressed to:

Executive Director
Parkville Area Chamber and Economic Development Council (PACE)

8880 Clark Avenue
Parkville, MO 64152

14. GOVERNING LAW

This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.

15. MEDIA ANNOUNCEMENTS

Neither party shall be authorized to make statements to the media or otherwise on behalf of the other party without express direction and consent of the other party.

16. AUTHORIZED EMPLOYEES

PACE acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. PACE therefore covenants that it will not knowingly be in violation of subsection 1 of Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform activities related to this Agreement, and that its employees are lawfully allowed to work in the United States.

17. INTEREST OF MEMBERS OF THE CITY

No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement and related economic development activities, and PACE shall take appropriate steps to assure compliance.

18. INTEREST OF PACE AND EMPLOYEES

PACE covenants that its employees presently have no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other non-disclosed interest which would conflict in any manner or degree with the activities hereunder. PACE further covenants that in the performance of this Agreement, no person having any such interest shall be employed by the PACE.

19. SEVERABILITY

If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.

20. WAIVER

The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.

21. THIRD PARTIES

The activities to be carried out by the PACE pursuant to this Agreement are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

22. ENTIRE AGREEMENT

This Agreement represents the entire agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and PACE and attached hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____
Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

PARKVILLE AREA CHAMBER AND EDC

By: _____
Dale Brouk, Chair

CITY OF PARKVILLE

Policy Report

Date: November 25, 2024

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a temporary resort with Sunday sales liquor license for The Craic on Main located at 12 Main Street

BACKGROUND:

Per Parkville Municipal Code Chapter 600, all liquor license applications must be approved by the Board of Aldermen. On November 22, a liquor license application was submitted by the new owner of The Craic on Main located at 12 Main Street. Per Parkville Municipal Code Section 600.070, The Craic on Main qualifies for a temporary resort with Sunday sales liquor license because the new owner has not previously had a liquor license.

Following approval by the Board and receipt of the license fee and remaining supporting documents, the City Clerk will provide an approval letter to the business which will be submitted to the Missouri Division of Alcohol and Tobacco Control for its Missouri liquor license. A copy of the City's approval letter will be on file in the City Clerk's Office.

STRATEGIC GOAL(S):

Operational Excellence

BUDGET IMPACT:

The fee for this type of liquor license is \$168.75 and will be coded as revenue in the General Fund. The annual license fee is \$750.

ALTERNATIVES:

1. Approve the temporary resort with Sunday sales liquor license for The Craic on Main.
2. Do not approve the item.
3. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

STAFF RECOMMENDATION:

Staff recommends approval of the liquor license for The Craic on Main.

POLICY:

Parkville Municipal Code Section 600.030 states that the Board of Aldermen shall approve all new applications for a liquor license.

SUGGESTED MOTION:

I move to approve a temporary resort with Sunday sales liquor license for The Craic on Main located at 12 Main Street.

ATTACHMENTS:

1. Application



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

APPLICATION TO SELL LIQUOR IN PARKVILLE, MISSOURI

(Parkville Municipal Code Chapter 600)

For period June 1, 2024 to May 31, 2025
Current year Next year

Date of Application: _____

SECTION 1.

1. Name of Business: The Craic On Main
2. Type of Business: Pub/Retaurant
3. Street address where liquor is to be sold: 12 Main Street Parkville, MO 64152
4. Is this location within 300 feet of a church or school?: Yes ☐ No ☒
See Parkville Municipal Code Section 600.310 Notice and Consent
5. Mailing Address: 12 Main Street Parkville MO 64152
6. Phone No. of Business: (816) 599-4012 Fax No. of Business: _____
7. Name of Managing Officer (principal applicant): Patrick O'Reilly
8. Name(s) of any partner(s) in this business (attach separate sheet if necessary):

Ginger O'Reilly
9. Name(s) and residence address(es) of any other person(s) having financial interest in this business or partnership (attach separate sheet if necessary):

10. If corporation, give name of corporation, date of incorporation, state in which incorporated, and names and addresses of all stockholders who hold ten percent (10%) or more of the capital stock (attach separate sheet if necessary):

11. Name(s) and residence address(es) of any other person(s) having financial interest in the building to be used for liquor sales:

Anna Cortez Smith 259 Butterfield Road Anselmo, CA 94960

SECTION 3. LICENSE FOR WHICH APPLICATION IS BEING MADE

(Please choose the license for which application is being made.)

1. ☐ **Microbrewer: \$375**

Based on annual production of at least 500 barrels, at a fee of \$7.50 per hundred barrels. If, at the end of the license year, the microbrewery has produced less than 500 barrels, the City shall refund \$7.50 for every hundred barrels under that number. A fraction of one hundred barrels produced shall be counted as one hundred barrels. It allows production of beer and malt liquor of no more than 10,000 barrels per year in Zones I-1, I-2 or I-3 only. Holder of this license must also have a resort liquor license (RSMo 311.195)

2. ☐ **Retailer of malt liquor in the original package: \$75**

Allows sale of malt liquor in original package for consumption off premises. LIMITED to drug stores, cigar/ tobacco stores, confectioneries, delicatessens, grocery or general merchandise stores with stock having at-cost value of at least \$1,000. (RSMo 311.200) Limit of one per every 2,000 residents.

3. ☐ **Retailer of malt liquor by the drink: \$52.50**

Allows sale of malt liquor/ light wine by drink for consumption on premises, sale of malt liquor/ light wine in original package for consumption off premises. (RSMo 311.200)

4. ☐ **Retailer of intoxicating liquor in original package: \$15** ☐ **Sunday Sales: additional \$300**

Allows sale of intoxicating liquor, malt liquor in original package for consumption off premises. LIMITED to drug stores, cigar/ tobacco stores, confectioneries, delicatessens, grocery or general merchandise stores having at-cost value of at least \$1,000. (RSMo 311.200, 311.293). Limit two per every 1,000 residents.

5. ☒ **Resort (RSMo 311.095): \$450** ☒ **Sunday Sales: additional \$300**

Allows sale of intoxicating liquor by drink for consumption on premises of a "resort," sale of intoxicating liquor in original package for consumption off premises, sale of malt liquor by drink for consumption on premises, sale of malt liquor in original package for consumption off premises.

5a. ☒ **Temporary resort: \$93.75 for 3 months/ Sunday sales: additional \$75 for 3 months**

Allows 3-month resort license, based on projection of sales. For all new restaurants.

6. ☐ **Malt liquor/ light wine sale-by-drink permit (no more than 7 days): \$37.50**

Allows sale of light wine and malt liquor for consumption off premises where sold between 10:00 a.m. and midnight (11:00 a.m. to midnight on Sundays) or requested date(s) of sale. LIMITED to church, school, civic, service, fraternal, veterans, political, or charitable club or organization for picnic, bazaar, fair, festival or similar gathering or event. (RSMo 311.482)

7. ☐ **Boat or Vessel, Intoxicating liquor by drink for consumption: \$450**

Authorizes sale of intoxicating liquor by the drink at retail for consumption on the premises of any boat or other vessel licensed by the United States Coast Guard to carry one hundred (100) or more passengers for hire on navigable waters in or adjacent to this State, which has a regular place or mooring in Parkville, Missouri. NOTE: Does not include riverboat gambling boats. (RSMo 311.090)

8. ☐ **Intoxicating liquor by drink for consumption on premises - including Sunday Sales: No fee**

Authorizes sale of liquor by drink at retail for consumption on premises. LIMITED to charitable, fraternal, religious, service or veterans' organization with 501(c) exemption. (RSMo 311.090)

9. ☐ **Wholesaler: \$375**

Allows sale of intoxicating liquor of all kinds to person licensed to sell at retail and privilege of selling to licensed wholesalers and soliciting orders for sale of intoxicating liquor of all kinds, to, by, or through licensed wholesaler in Missouri. (RSMo 311.180.9)

10. ☐ **Caterer: \$15 per day; requires separate caterer's permit.**

11. ☐ **Tasting Permit: \$37.50**

Authorizes any winery, distiller, manufacturer, wholesaler or brewer or designated employee to provide distilled spirits, wine, or malt beverage samples off a licensed premises provided no sales transactions take place or on any temporary licensed retail premises. (RSMo 311.294)

12. ☐ **Retailer intoxicating liquor by the drink limited to distillers: \$375**

LIMITED to a distiller whose manufacturing establishment is located within the City and allows for the sale of intoxicating liquor by the drink at retail for consumption on the premises where sold provided the licensed premises is in close proximity to the distillery.

SECTION 4. AFFIDAVIT OF PRINCIPAL APPLICANT

I hereby affirm that I am and shall continue to be actively engaged for the period of the license for which application is made in the actual control and management of the premises for which liquor license is sought. I am at least 21 years of age. I am of good moral character. I am qualified to hold an alcoholic beverage license in the State of Missouri. I have never been convicted, since the ratification of the 21st Amendment of the Constitution of the United States, of a violation of the provisions of any law applicable to the manufacturer or sale of alcoholic beverages. I have never had a dealer's license revoked. I am a qualified legal voter and taxpaying citizen of the Missouri county, town, city or village of which I am a resident and will produce a tax receipt and Election Board certification to that effect upon request.

I affirm that I am not in arrears for any back taxes or license fees owned to the City of Parkville. I will not accept directly or indirectly any loans, equipment, money, credit or property of any kind, except ordinary commercial credit, as such term is defined in the Rules and Regulations of the Supervisor of Liquor Control of the State of Missouri.

I am prepared to offer all statements, books, records and papers which the City Clerk determines to be necessary to describe the true ownership and management of the business or in the respects necessary to determine my qualifications for this liquor license.

I affirm that the type of business to be conducted on the premises for which application is made is as shown on this application. If applying for license in category 3 or 5, I state that goods for sale at this location are valued at-cost in at least the amount of \$1,000, and at no time shall the at-cost value of goods offered for sale at this location be less than \$1,000 (exclusive of fixtures and alcoholic beverages.)

I affirm that no distiller, wholesaler, winemaker, brewer, or supplier of coin-operated, commercial manual or mechanical amusement devices, or any employee, officer or agent thereof has any financial interest in the retail business of this applicant for the sale of alcoholic beverages or C.O.L., and that I will not accept from any such persons equipment, money, credit or property of any kind, except ordinary commercial credit for liquor.

I understand that if I do not begin operation of the business at the address shown within 120 days, then my license fee is forfeited and the license issued to me shall be considered invalid, null and void, and no effect, and I may not reapply for a liquor license for a period of one year from the date invalidated license was issued. I understand that I am to file with the City Clerk a written report of any loan made to me of money or credit relating to the licensed business within fifteen days of such loan being made.

If any of the facts or information in the foregoing application change during the period for which license is issued, I shall file with the City Clerk a written report of such change(s) within ten days of such change(s).

SIGNATURE OF PRINCIPAL APPLICANT: *T. Patrick*

DATE: 11/20/2024

Attach:

- ☒ Certificate of Occupancy (building permit required if currently undergoing construction or remodel)
- ☒ License application(s) from partner(s): Section 2 of this form
- ☒ Check for license fee (see page 3 for fees)
- ☒ Photo of exterior of premises to be used for liquor sales
- ☒ Background check through the Missouri State Highway Patrol
- ☐ Supplemental information as requested

FOR CITY USE ONLY

Fee (20.0002): \$ 168.75

Date Paid: 11/20/24

Payment by: Patrick O'Reilly

By: ☒ Check # _____ ☐ MO# _____

☐ Credit Card _____ ☐ Cash _____

Received by: J. Hovsten

☐ Copy Receipt to City Clerk ☐ Copy Receipt to Requestor ☐ Copy w/Receipt

CITY OF PARKVILLE

Policy Report

Date: November 25, 2024

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve Change Order No. 1 with She Digs It Inc. for new variable frequency drives and related components for the 2024 McAfee Pump Station Rehabilitation Project

BACKGROUND:

The McAfee Pump Station Rehabilitation project was planned for FY 2024 to rehabilitate multiple components of the pump station. Over time, the components of the pump station wear down due to mechanical breakdown of grit and other abrasive materials working through the system, as well as mechanical components that wear out over time. In addition, chemical reactions occur that deteriorate concrete and also dissolve metal over multiple years of use.

This project was a required rehabilitation to keep the pump station in working order as the largest of seven pump stations on the Parkville sewer system.

Throughout the project there were unforeseen circumstances and conditions that could not be captured in the original design. As the project progressed, there were times when the contractor was requested to do additional work to address these concerns as they were components of the rehabilitation.

Change Order N. 1 is one instance of a change that was not foreseen. Each pump requires a variable frequency drive (VFD) that is a key electrical component to operating the pumps. The original VFDs prior to this project were in working order. However, as the new pumps were selected and installed, it was discovered that the existing VFDs were not compatible with the new pumps. Therefore, this change order covers the purchase of new VFD's and related components and their installation. The existing VFDs will be repurposed in other pump stations as backup components.

STRATEGIC GOAL(S):

Infrastructure and Public Facilities - Extend life of infrastructure & equipment.

BUDGET IMPACT:

The McAfee Pump Station Rehabilitation project had an FY 2024 budget amount of \$468,000. The contract was awarded to the lowest bid at an amount of \$446,314.00. Change order 1 increased the cost of the contract by \$6,489.91 for a final contract amount of \$452,803.91.

ALTERNATIVES:

1. Approve the change order with She Digs It for the McAfee Pump Station Rehabilitation.
2. Approve the item, subject to changes.
3. Do not approve the item.

4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on November 25, 2024, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve Change Order 1 with She Digs It Inc. For the McAfee Pump Station Rehabilitation Project.

STAFF RECOMMENDATION:

Staff recommends the approval of the change order with She Digs It Inc. for the replacement VFDs and installation.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all purchases above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve Change Order No. 1 with She Digs It Inc. for the McAfee Pump Station Rehabilitation project in the amount of \$6,489.91 and the final contract amount of \$452,803.91.

ATTACHMENTS:

1. Change Order No. 1
2. Original Agreement

Change Order 1

PROJECT:
City of Parkville
McAfee Pump Station Repairs - 2024

CHANGE ORDER NUMBER: 1
DATE: August 20, 2024

TO CONTRACTOR (*Name and Address*):
She Digs It, LLC
600 SE Central Dr.
Blue Springs, MO 64014

PROJECT NO.: _____
CONTRACT DATE: May 21, 2024

THE CONTRACTOR IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 446,314.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 446,314.00
The Contract Sum will be decreased by this Change Order in the amount of	\$ 6,489.91
The new Contract Sum including this Change Order will be	\$ 452,803.91

The Contract Time will be *increased* by zero (0) days.
The date of Substantial Completion as of the date of this Change Order will be 150 days from the date of the Notice to Proceed.

This Change Order represents a complete and final resolution of all matters concerning or arising out of the work described in the Change Order, including any impact, delay, disruption and/or acceleration of work unless specifically identified herein.

Summary of Items for Change Order - Attached

NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

SHE DIGS IT, LLC.
CONTRACTOR (*Firm name*)

CITY OF PARKVILLE
OWNER (*Firm Name*)

600 SE Central Dr., Blue Springs, MO 64014

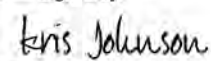
8880 Clark Ave., Parkville, MO 64152

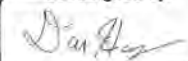
ADDRESS

ADDRESS

Signed by:

DocuSigned by:





F404BF65F006496
BY (*Signature*)

850EF63517814D9...
BY (*Signature*)

Kris Johnson

Daniel Haper

(Typed name)

(Typed name)

8/21/2024 | 6:05 AM PDT

8/21/2024 | 8:25 AM CDT

DATE

DATE

SUMMARY OF ITEMS FOR CHANGE ORDER NO. 1:

The purpose of this change order is to restore functionality to the existing odor control fan system by rebuilding the fan control panel that is located on the concrete deck next to the pump station wetwell. This change includes the following items:

1. Furnish and install new variable frequency drive (VFD) for the 5 HP fan motor.
2. Install new cooling fan and vent for the existing control panel enclosure, with rain hoods and temperature switch.
3. Install new cycle timer to replace existing cycle timer.
4. Add red-line markups to the existing blower panel schematics to reflect new components..
5. Provide up to 4 hours of technical labor for training, start-up, and testing of new controls.

See also attached sheet: COST WORKSHEET, dated July 24, 2024.



COST WORKSHEET

Date: July 24, 2024

Reason for Cost:
R.S. Electric Additional Cost to Furnish a New Breaker and VFD

Owner Name: Parkville, MO
Owner Contract No.:
SDI Project No.: 24031

Time Extension: NONE

LABOR						
Description	Base Rate	Overtime Rate	Base Hours	Overtime Hours	Extension	Totals
	\$ -	\$ -	0.0	0.0	\$ -	
Labor Subtotal						\$ -

EQUIPMENT				
Description	Hourly Operating Rate	Operating Hours	Extension	Totals
	\$ -		\$ -	
Equipment Subtotal				\$ -

SUBCONTRACTOR					
Description	Quantity	Unit	Unit Price	Extension	Totals
R.S. Electric to provide additional labor and materials to support:	1.0	LS	\$ 5,560.00	\$ 5,560.00	
VFD to replace the existing motor starter for the 5 hp blower			\$ -	\$ -	
Cooling fan and vent for existing blower enclosure with rain hoods and temperature switch			\$ -	\$ -	
Cycle timer to replace the existing electronic timer.			\$ -	\$ -	
Redline existing blower panel drawings to show new equipment			\$ -	\$ -	
Provide 4 hours of technical labor for training, startup, and testing of new blower controls.			\$ -	\$ -	
Subcontractor Subtotal					\$ 5,560.00

MATERIALS					
Description	Quantity	Unit	Unit Price	Extension	Totals
			\$ -	\$ -	
Material Subtotal					\$ -

SUMMARY							
Description	Quantity	Unit	Subtotal	Markup %	Markup Extension	Subtotal Plus Markup	Totals
LABOR	1	LS	\$ -	20%	\$ -	\$ -	
EQUIPMENT	1	LS	\$ -	20%	\$ -	\$ -	
SUBCONTRACTOR	1	LS	\$ 5,560.00	15%	\$ 834.00	\$ 6,394.00	
MATERIALS	1	LS	\$ -	20%	\$ -	\$ -	
Summary Subtotal							\$ 6,394.00

Subtotal (Including Markup):	\$ 6,394.00
Bonds & Insurance Premium:	\$ 95.91
TOTAL	\$ 6,489.91



PROPOSAL FOR ELECTRICAL & INTEGRATION WORK

To: She Digs It

Project: *Parkville, McAfee Lift
Station Changes*

Attn: Kris

Date: 7/16/2024

We hereby propose to furnish Technical Labor and Materials necessary for the below scope, in accordance with the following scope of work.

Scope:

1. Provide Additional labor and materials to support the following.
 - a. VFD to replace the existing motor starter for the 5 hp blower.
 - b. Cooling fan and vent for existing blower enclosure with rain hoods and temperature switch.
 - c. Cycle timer to replace the existing electronic timer.
 - d. Redline existing blower panel drawings to show new equipment.
2. Startup and Commissioning.
 - a. Provide 4 hours of technical labor for training, startup, and testing of new blower controls.

Qualifications:

1. This price is good for 30 days, however, the proposal price for this scope of work has been calculated based on the current material and gear prices. Given current geopolitical, market and potential pandemic circumstances that may affect availability and prices of such materials and gear, sudden price increases could occur. RS Electric agrees to use its best efforts to obtain the lowest possible prices from available suppliers, but should there be an increase in the prices of these materials and gear that are purchased after 30 days from the date of this proposal, you agree to pay that cost increase to RS Electric.
2. In the case of strike, lockout, other labor trouble, riot, war, rebellion, pandemic, epidemic, disease, public health crisis, state of emergency, unusual delay in deliveries, fire, flood, drought, earthquake, other act of God, governmental action, unforeseen restrictive governmental laws, acts or omissions of suppliers, equipment failure, or any circumstance beyond the control of RS Electric, as applicable, that renders performance of this Contract by such affected party impossible, no liability for non-performance of this Agreement caused thereby, during the time or continuance thereof, shall arise or exist with respect to such affected party.
3. Excludes
 - a. Overtime
 - b. Taxes
4. Any changes to the above scope other than what is described will be billed on a T&M basis
5. All Work Done In Compliance with NEC and State and Local Codes.

Schedule A

Accepted

By: _____

Date: _____

Estimator/PM: _____

Matt Wooten

Contractor: _____

RS ELECTRIC CORP

St. Joseph, MO

Office: (816) 233-7751

Fax: (816) 233-2934

Kansas City, MO.

Office (816) 842-3340

Fax: (816) 842-3937

"The Best in The ELECTRICAL Business."



PROPOSAL FOR ELECTRICAL & INTEGRATION WORK

Item	Description	Qty	Unit	Unit price	Extension
NA	Furnish new Breaker and VFD interpreted as scope above	1	LS	\$5,560.00	\$5,560.00

Accepted
By: _____

Date: _____

St. Joseph, MO
Office: (816) 233-7751
Fax: (816) 233-2934

Estimator/PM: Matt Wooten

Contractor: RS ELECTRIC CORP

Kansas City, MO.
Office (816) 842-3340
Fax: (816) 842-3937

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND CONTRACTOR
FOR
McAFEE PUMP STATION REPAIRS - 2024**

This agreement is made and entered into this 7th day of May, 2024, by and between the City of Parkville, Missouri, (hereinafter the "City") and SHE DIGS IT, LLC. (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions(collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of FOUR HUNDRED FORTY SIX THOUSAND THREE HUNDRED FOURTEEN DOLLARS AND NO/100 (\$446,314.00) (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work within **150 calendar days of the date of the Notice to Proceed**. In addition, from the time the existing McAfee Pumping Station is taken off-line, all repairs to the existing pump station shall be complete and the pump station placed back on-line within 21 days. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$ 250.00 for each and every calendar day the work remains incomplete over the specified completion time.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured- and Notice of Cancellation Endorsements, the fully executed Performance, Payment and Maintenance Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

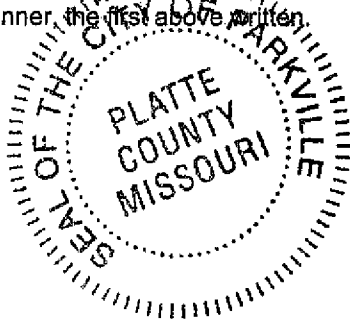
ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

- Contractor's Bid Form and attachments.
- Exhibit A General Conditions of the Contract
- Exhibit A-1 Special Conditions of the Contract
- Exhibit B-1 Performance Bond
- Exhibit B-2 Payment Bond
- Exhibit B-3 Maintenance Bond
- Exhibit C List of Plans (by sheet number and date), including attached plan sheets all addenda thereto.
- Exhibit D List of Specifications, including attached specifications and all addenda thereto
- Exhibit E Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition
- Exhibit F Sales tax exemption documentation forms
- Exhibit G Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
- Exhibit H Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
- Exhibit I Affidavit of Compliance with R.S. Mo §285.530.6
- Exhibit J-1 Applicable Missouri Prevailing Wage Rates
- Exhibit J-2 Prevailing Wage Rate Reporting Form
- Exhibit J-3 Certification of Compliance with Prevailing Wage Requirements
- Exhibit K Insurance Requirements
- Exhibit L Bill of Sale
- Exhibit M Bailment Agreement
- Exhibit N Conditional Partial Waiver of Lien and Release of Claims

Exhibit O Conditional Final Waiver of Lien and Release of Claims
Certificate of Substantial Completion
Certificate of Final Completion
Construction Change Directive
Change Order

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed this contract in the prescribed form and manner, the first above written.



CITY OF PARKVILLE, MISSOURI

By: _____

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney
Melissa McChesney, City Clerk

SHE DIGS IT, LLC

By: _____

Title

OPERATING MANAGER

(SEAL)

(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

**CITY OF PARKVILLE
Policy Report**

Date: November 25, 2024

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve Change Order No. 2 with She Digs It Inc. to repair electrical issues for the 2024 McAfee Pump Station Rehabilitation Project

BACKGROUND:

The McAfee Pump Station Rehabilitation project was planned for FY 2024 to rehabilitate multiple components of the pump station. Over time, the components of the pump station wear down due to mechanical breakdown of grit and other abrasive materials working through the system, as well as mechanical components that wear out over time. In addition, chemical reactions occur that deteriorate concrete and also dissolve metal over multiple years of use.

This project was a required rehabilitation to keep the pump station in working order as the largest of seven pump stations on the Parkville sewer system.

Throughout the project there were unforeseen circumstances and conditions that could not be captured in the original design. As the project progressed, there were times when the contractor was requested to do additional work to address these concerns as they were components of the rehabilitation.

Change Order No. 2 is one instance of a change that was not foreseen. As the project was progressing, the contractor was allowed the use of a City-owned jib crane that exists on site to manage the pump station. When power was supplied to the crane, it was found that the crane had electrical issues and could not be safely used by the contractor or staff. To correct this issue, She Digs It hired an electrician to replace branch conductors and install a safety disconnect. In addition, a connection was made with the City's third-party monitoring service provider (Mission) so that they would be able to monitor the condition of the crane to avoid this situation recurring.

STRATEGIC GOAL(S):

Infrastructure and Public Facilities - Extend life of infrastructure & equipment.

BUDGET IMPACT:

The McAfee Pump Station Rehabilitation project had an FY 2024 budget amount of \$468,000. The contract was awarded to the lowest bid at an amount of \$446,314.00. The cost after change order 1 was \$452,803.91. Change order 2 increased the cost of the contract by \$3,324.79 for a revised final contract amount of \$456,128.70.

ALTERNATIVES:

1. Approve the change order with She Digs It for the McAfee Pump Station Rehabilitation.
2. Approve the item, subject to changes.

3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on November 25, 2024, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve Change Order 2 with She Digs It Inc. For the McAfee Pump Station Rehabilitation Project.

STAFF RECOMMENDATION:

Staff recommends the approval of the change order with She Digs It Inc. for the electrical repairs to the jib crane.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all purchases above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve Change Order No. 2 with She Digs It for the McAfee Pump Station Rehabilitation project in the amount of \$3,324.79 and the final contract amount of \$456,128.70.

ATTACHMENTS:

1. Change Order No. 2
2. Original Agreement

Change Order 2

PROJECT:

City of Parkville
McAfee Pump Station Repairs - 2024

CHANGE ORDER NUMBER: 2

DATE: September 30, 2024

TO CONTRACTOR (Name and Address):

She Digs It, LLC
600 SE Central Dr.
Blue Springs, MO 64014

PROJECT NO.:

CONTRACT DATE: May 21, 2024

THE CONTRACTOR IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 446,314.00
The net change by previously authorized Change Orders	\$ 6,489.91
The Contract Sum prior to this Change Order was	\$ 452,803.91
The Contract Sum will be decreased by this Change Order in the amount of	\$ 3,324.79
The new Contract Sum including this Change Order will be	\$ 456,128.70

The Contract Time will be *increased* by zero (0) days.
The date of Substantial Completion as of the date of this Change Order will be 150 days from the date of the Notice to Proceed.

This Change Order represents a complete and final resolution of all matters concerning or arising out of the work described in the Change Order, including any impact, delay, disruption and/or acceleration of work unless specifically identified herein.

Summary of Items for Change Order - Attached

NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

SHE DIGS IT, LLC.

CONTRACTOR (Firm name)

600 SE Central Dr., Blue Springs, MO 64014

ADDRESS

Signed by:
Kris Johnson

F404BFB05F006496
BY (Signature)

Kris Johnson

(Typed name)

10/7/2024 | 4:17 AM PDT

DATE

CITY OF PARKVILLE

OWNER (Firm Name)

8880 Clark Ave., Parkville, MO 64152

ADDRESS

DocuSigned by:
Dan Haper

B50EE63517814D9
BY (Signature)

Dan Haper

(Typed name)

10/28/2024 | 9:07 AM CDT

DATE

SUMMARY OF ITEMS FOR CHANGE ORDER NO. 2:

The purpose of this change order is to address deterioration and restore function to parts of the existing electrical distribution and monitoring systems:

1. Replace existing 30-amp 3-pole safety disconnect and branch circuit conductors for the jib crane. The existing conductor bars and moving parts inside the old disconnect were corroded and not safe to use. The existing conductors were frayed and corroded for several feet down the existing raceway.
2. Install #14 control wires from the existing RTU cabinet to both the auto transfer switch and the generator terminal box. These wires are needed for the existing Mission RTU to communicate alarms and status of the backup generator system.

See also attached sheet: SDI COST WORKSHEET, dated September 30, 2024, along with supporting documentation from RS Electric, dated September 5, 2024.



COST WORKSHEET

Date: September 30, 2024

Reason for Cost:
R.S. Electric - McAfee Pump Station Crane Rewiring and Connection

Owner Name: Parkville, MO
Owner Contract No.:
SDI Project No.: 24031

Time Extension: NONE

LABOR						
Description	Base Rate	Overtime Rate	Base Hours	Overtime Hours	Extension	Totals
	\$ -	\$ -	0.0	0.0	\$ -	
Labor Subtotal						\$ -

EQUIPMENT				
Description	Hourly Operating Rate	Operating Hours	Extension	Totals
	\$ -		\$ -	
Equipment Subtotal				\$ -

SUBCONTRACTOR					
Description	Quantity	Unit	Unit Price	Extension	Totals
R.S. Electric to provide additional labor and materials to support:	1.0	LS	\$ 2,848.40	\$ 2,848.40	
Change 30 amp 480 Volt 3 Ph NEMA 4X on Large Crane and Rewire			\$ -	\$ -	
Pull 4- #12 THHN conductors from ATS to RTU			\$ -	\$ -	
Pull 2 - #14 THHN from RTU to Generator Control Box			\$ -	\$ -	
			\$ -	\$ -	
			\$ -	\$ -	
			\$ -	\$ -	
Subcontractor Subtotal					\$ 2,848.40

MATERIALS					
Description	Quantity	Unit	Unit Price	Extension	Totals
			\$ -	\$ -	
Material Subtotal					\$ -

SUMMARY							
Description	Quantity	Unit	Subtotal	Markup %	Markup Extension	Subtotal Plus Markup	Totals
LABOR	1	LS	\$ -	20%	\$ -	\$ -	
EQUIPMENT	1	LS	\$ -	20%	\$ -	\$ -	
SUBCONTRACTOR	1	LS	\$ 2,848.40	15%	\$ 427.26	\$ 3,275.66	
MATERIALS	1	LS	\$ -	20%	\$ -	\$ -	
Summary Subtotal							\$ 3,275.66

Subtotal (Including Markup):	\$ 3,275.66
Bonds & Insurance Premium:	\$ 49.13
TOTAL	\$ 3,324.79



Job Record Folder

Work Location: Parkville Disconnect

Address:

DATE: 9/5/24

Week Ending:

JOB/PROJECT NUMBER: b343

CUSTOMER ORDER/PO NUMBER:

☒ Complete☐ Incomplete

Truck # 219

Description:

Demo and replace existing disconnect for Large crane, no voltage to disconnect after work complete, found conductors burned in half through seal tight, repulled 480v 3 phase circuit.

[illegible][illegible]

Work Authorized By:

Name: J Norco

Signature_____

Date: _____

~~TOTAL MATERIAL (SEE REVERSE)~~

SALES TAX: (IF APPLICABLE)

TOTAL EQUIPMENT: (SEE REVERSE)

LABOR COST:

SALES TAX: (IF APPLICABLE):

PERMIT:

TOTAL THIS ORDER:



Job Record Folder

Work Location: Parkville Disconnect
Address: _____

DATE: 9/5/24 Week Ending:

JOB/PROJECT NUMBER: b343

CUSTOMER ORDER/PO NUMBER: _____

☒ Complete☐ Incomplete

Truck # 219

Description:

Demo and replace existing disconnect for Large crane, no voltage to disconnect after work complete, found conductors burned in half through seal tight, repulled 480v 3 phase circuit.

[illegible][illegible]

Work Authorized By:

Name: _____

Signature: _____

Date: _____

~~TOTAL MATERIAL (SEE REVERSE)~~

SALES TAX: (IF APPLICABLE)

TOTAL EQUIPMENT: (SEE REVERSE)

LABOR COST:

SALES TAX: (IF APPLICABLE):

PERMIT:

TOTAL THIS ORDER:

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND CONTRACTOR**

FOR

McAFEE PUMP STATION REPAIRS - 2024

This agreement is made and entered into this 7th day of May, 2024, by and between the City of Parkville, Missouri, (hereinafter the "City") and SHE DIGS IT, LLC. (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions(collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of FOUR HUNDRED FORTY SIX THOUSAND THREE HUNDRED FOURTEEN DOLLARS AND NO/100 (\$446,314.00) (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work within **150 calendar days of the date of the Notice to Proceed**. In addition, from the time the existing McAfee Pumping Station is taken off-line, all repairs to the existing pump station shall be complete and the pump station placed back on-line within 21 days. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$ 250.00 for each and every calendar day the work remains incomplete over the specified completion time.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured- and Notice of Cancellation Endorsements, the fully executed Performance, Payment and Maintenance Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

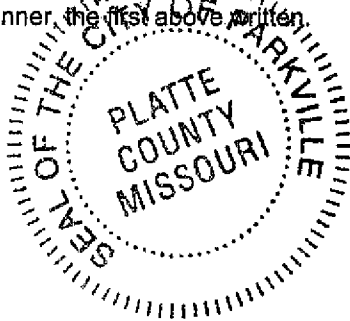
ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

- Contractor's Bid Form and attachments.
- Exhibit A General Conditions of the Contract
- Exhibit A-1 Special Conditions of the Contract
- Exhibit B-1 Performance Bond
- Exhibit B-2 Payment Bond
- Exhibit B-3 Maintenance Bond
- Exhibit C List of Plans (by sheet number and date), including attached plan sheets all addenda thereto.
- Exhibit D List of Specifications, including attached specifications and all addenda thereto
- Exhibit E Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition
- Exhibit F Sales tax exemption documentation forms
- Exhibit G Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
- Exhibit H Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
- Exhibit I Affidavit of Compliance with R.S. Mo §285.530.6
- Exhibit J-1 Applicable Missouri Prevailing Wage Rates
- Exhibit J-2 Prevailing Wage Rate Reporting Form
- Exhibit J-3 Certification of Compliance with Prevailing Wage Requirements
- Exhibit K Insurance Requirements
- Exhibit L Bill of Sale
- Exhibit M Bailment Agreement
- Exhibit N Conditional Partial Waiver of Lien and Release of Claims

Exhibit O Conditional Final Waiver of Lien and Release of Claims
Certificate of Substantial Completion
Certificate of Final Completion
Construction Change Directive
Change Order

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed this contract in the prescribed form and manner, the first above written.



CITY OF PARKVILLE, MISSOURI

By: Dean Katerndahl

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney
Melissa McChesney, City Clerk

SHE DIGS IT, LLC

By: C

(SEAL)

Title OPERATING MANAGER

(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

CITY OF PARKVILLE

Policy Report

Date: November 25, 2024

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve Change Order No. 3 with She Digs It Inc. for crane and fabrication work for the 2024 McAfee Pump Station Rehabilitation Project

BACKGROUND:

The McAfee Pump Station Rehabilitation project was planned for FY 2024 to rehabilitate multiple components of the pump station. Over time, the components of the pump station wear down due to mechanical breakdown of grit and other abrasive materials working through the system, as well as mechanical components that wear out over time. In addition, chemical reactions occur that deteriorate concrete and also dissolve metal over multiple years of use.

This project was a required rehabilitation to keep the pump station in working order as the largest of seven pump stations on the Parkville sewer system.

Throughout the project there were unforeseen circumstances and conditions that could not be captured in the original design. As the project progressed, there were times when the contractor was requested to do additional work to address these concerns as they were components of the rehabilitation.

Change Order No. 3 is one instance of a change that was not foreseen. As a result of the jib crane failure from Change Order No. 2 of this project, She Digs It rented a portable crane to perform the trash basket work as the City's jib crane was intended to be available for the contractor at the pre-bid meeting. Change Order No. 3 also includes the restoration of the rails and wheels of the trash basket, which were found to be non-functional and near failure once removed. She Digs It hired a metal fabricator to perform the fabrication work to address these issues.

STRATEGIC GOAL(S):

Infrastructure and Public Facilities - Extend life of infrastructure & equipment.

BUDGET IMPACT:

The McAfee Pump Station Rehabilitation project had an FY 2024 budget amount of \$468,000. The contract was awarded to the lowest bid at an amount of \$446,314.00. The cost after change order 1 and 2 was \$456,128.70. Change order 3 increased the cost of the contract by \$12,297.51 for a revised final contract amount of \$468,426.21.

ALTERNATIVES:

1. Approve change order 3 with She Digs It for the McAfee Pump Station Rehabilitation.
2. Approve the item, subject to changes.
3. Do not approve the item.

4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on November 25, 2024, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve Change Order 3 with She Digs It Inc. For the McAfee Pump Station Rehabilitation Project.

STAFF RECOMMENDATION:

Staff recommends the approval of the change order with She Digs It Inc. for the crane rental and metal fabrication work.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all purchases above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve Change Order No. 3 with She Digs It for the McAfee Pump Station Rehabilitation project in the amount of \$12,297.51 and the final contract amount of \$468,426.21.

ATTACHMENTS:

1. Change Order No. 3
2. Original Agreement

Change Order 3

PROJECT:
City of Parkville
McAfee Pump Station Repairs - 2024

CHANGE ORDER NUMBER: 3
DATE: November 12, 2024

TO CONTRACTOR *(Name and Address):*
She Digs It, LLC
600 SE Central Dr.
Blue Springs, MO 64014

PROJECT NO.: _____
CONTRACT DATE: May 21, 2024

THE CONTRACTOR IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 446,314.00
The net change by previously authorized Change Orders	\$ 9,814.70
The Contract Sum prior to this Change Order was	\$ 456,128.70
The Contract Sum will be decreased by this Change Order in the amount of	\$ 12,297.51
The new Contract Sum including this Change Order will be	\$ 468,426.21

The Contract Time will be *increased* by zero (0) days.
The date of Substantial Completion as of the date of this Change Order will be 150 days from the date of the Notice to Proceed.

This Change Order represents a complete and final resolution of all matters concerning or arising out of the work described in the Change Order, including any impact, delay, disruption and/or acceleration of work unless specifically identified herein.

Summary of Items for Change Order - Attached

NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

SHE DIGS IT, LLC.
CONTRACTOR *(Firm name)*

CITY OF PARKVILLE
OWNER *(Firm Name)*

600 SE Central Dr., Blue Springs, MO 64014
ADDRESS

8880 Clark Ave., Parkville, MO 64152
ADDRESS

Kris Johnson
BY *(Signature)*

BY *(Signature)*

Kris Johnson
(Typed name)

Dean Katerndahl, Mayor
(Typed name)

11/14/2024 | 3:57 AM PST
DATE

DATE

SUMMARY OF ITEMS FOR CHANGE ORDER NO. 3:

The purpose of this change order is to address deterioration and defects with the existing jib, crane, and sluice gate wall pipe.

1. Because the existing jib crane failed and was non-operational as this project began, the Contractor (SDI) was required to rent a portable crane to lift items in and out of the existing wet well.
2. During construction, we found out that the existing wall pipe that was cast into the manhole wall had the bolt holes installed off-plumb, at an odd angle. We could not install the new slide gate on the existing flange. SDI had to hire a metal fabricator to make a short flanged pipe section with two sets of flange holes. This allowed us to install the slide gate correctly, with the operating stem plumb and the frame level.
3. During construction, in pulling the existing trash basket, we discovered that the four wheels were corroded and no longer round. These wheels are used to engage the channel rails, which allow the basket to raised smoothly when loaded. This change covered the replacement of the axle bolts and stainless steel wheels.

See also attached sheet: SDI COST WORKSHEET, dated November 6, 2024.



COST WORKSHEET

Date: November 6, 2024

Reason for Cost:
SDI Labor and Equipment was for additional coordination with Brown's and spending additional time on slide gate and trash basket

Owner Name: CITY OF PARKVILLE MO
Owner Contract No. McAfee PS Repairs
SDI Project No. 24031

Time Extension:

LABOR						
Description	Base Rate	Overtime Rate	Base Hours	Overtime Hours	Extension	Totals
Supervisor	\$ 110.00	\$ 165.00	10.0	0.0	\$ 1,100.00	
Laborer 1	\$ 65.00	\$ 97.50	10.0	0.0	\$ 650.00	
Laborer 2	\$ 65.00	\$ 97.50	10.0	0.0	\$ 650.00	
Laborer 3 / Foreman With Truck	\$ 80.00	\$ 120.00	10.0	0.0	\$ 800.00	
Labor Subtotal						\$ 3,200.00

Equipment				
Description	Hourly Operating Rate	Operating Hours	Extension	Totals
Custom Truck - 35 TN Boom Truck (1 Week Rental)	\$ 3,340.00	1.00	\$ 3,340.00	
Subcontractor Subtotal				\$ 3,340.00

MATERIALS					
Description	Quantity	Unit	Unit Price	Extension	Totals
Brown's Fabrication - Welding for Slide Gate	3.5	Hours	\$ 150.00	\$ 525.00	
Brown's Fabrication - 18" SS flange Fabrication for Slide Gate	1	LS	\$ 3,094.41	\$ 3,094.41	
Brown's Fabrication - 4 EA SS Wheels for Trash Basket	1	LS	\$ 534.08	\$ 534.08	
Material Subtotal					\$ 4,153.49

SUMMARY							
Description	Quantity	Unit	Subtotal	Markup %	Markup Extension	Subtotal Plus Markup	Totals
LABOR	1	LS	\$ 3,200.00	15%	\$ 480.00	\$ 3,680.00	
Equipment	1	LS	\$ 3,340.00	15%	\$ 501.00	\$ 3,841.00	
MATERIALS	1	LS	\$ 4,153.49	15%	\$ 623.02	\$ 4,776.51	
Summary Subtotal							\$ 12,297.51

TOTAL	\$ 12,297.51
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200 N 8th St
Leavenworth, KS 66048
(913) 682-1818
www.brownsfabsteel.com

INVOICE

BILL TO
She Digs It, LLC
She Digs It, LLC
600 SE Central Dr.
Blue Springs, MO 64014

INVOICE 5892
DATE 10/02/2024
TERMS Net 30
DUE DATE 11/01/2024

JOB NUMBER
24-8804

PO NUMBER
Parkville WWTP

DESCRIPTION	QTY	RATE	AMOUNT
9/13/24 1 Man - Weld stainless steel pipe. Make 4ea stainless steel pipe brackets. Passivate welds.	7.50	150.00	1,125.00T
9/23/24 1 Man - Fit and weld 18" <i>Slide Gate</i> Flange inside and out.	3.50	150.00	525.00T
Fabricate 2ea stainless steel adapter flanges 6" to 4"	1	2,618.44	2,618.44T
Fabricate 18" 150# stainless steel <i>Slide Gate</i> flange with 4" pipe welded to it	1	3,094.41	3,094.41T
Provide 2ea 1/16" stainless steel spacers for pinch valves.	1	153.62	153.62T
Provide 4ea stainless steel wheels for waste basket.	1	534.08	534.08T
Provide 1-1/2 x 13' 304ss sch 40 pipe	1	310.83	310.83T

SUBTOTAL	8,361.38
TAX	0.00
TOTAL	8,361.38
BALANCE DUE	\$8,361.38



CTOS RENTALS, LLC
7701 E. US-24 HIGHWAY
KANSAS CITY, MO 64125
260-824-6340

INVOICE

Invoice #... 3028062-0001 Page: 1
Invoice date 9/01/24
Date out... 8/14/24 8:00 AM
Billed thru 9/11/24 8:00 AM
Job Loc.... 314 CENTRAL AVE, KANSAS CITY
Job No..... 2 - SHEDIGS IT LLC -
Written by..

Customer: 41034
SHEDIGS IT LLC
600 SE CENTRAL DRIVE
BLUE SPRINGS, MO 64014

Job Site:
SHEDIGS IT LLC
314 CENTRAL AVE
KANSAS CITY, KS 66118

C#: 816-295-1100 J#: 816-295-1100 CER

Ordered By: JESSE	Purchase Order Number: 24057-AID PUMP STATION BYP	Rental Term:	Terms: DUE UPON RECEIPT
COI Expiration Date: 7/01/24	Sales Representative: SHANE BOGAR	System Time: 9/01/24 8:11 PM	Termination Date: 9/11/24 8:00 AM

Qty	Equipment #	Day	Week	Month	Amount
1	226374 35 TON BOOM TRUCK Make: INTERNATIONAL Model: HV607 LK35-127H Ser #: 3HAEKTAT7PL216012 MI OUT1 4475.00 MI IN1: HR#2 OUT: 457.000 HR#2 IN: REPLACEMENT VALUE \$440,814.00	1120.00	3340.00	10020.00	10020.00
	TOTAL: 4475.00				
	TOTAL: 457.000				

SALES ITEMS:

Qty	Item number	Description	Unit	Price	
1	ENV	ENVIRONMENTAL FEE	EA	100.20	100.20

Sub-total: 10120.20
Tax: 923.47
Total: 11043.67

BILLED 4 WEEKS 8/14/24 8:00 AM THRU 9/11/24 08:00 AM

Rent continues until termination number is issued (816) 241-4888

Please mail checks to PO Box 773385, Chicago, IL 60677-3385

CTOS requests that any changes to remittance information communicated via email be subject to a verification process

PO #	COST CODE
24057.01	R
CATEGORY	AMOUNT
INVOICE	

** Now Available - billtrust Online Invoice Management - see more at <https://knowledge.customtruck.com/>

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE USAGE ALLOWED, 8HR/DAY 40HR/WK 160HR/4WK CUSTOMER IS RESPONSIBLE FOR REFUELING, OR 1,500 MILES/4WK, OT WILL APPLY DAMAGES, REPAIRS OR TIRE REPAIRS

I have read and agree to all of the terms and conditions in this Rental Out Schedule and in the Master Rental Agreement Terms and Conditions (the "Terms") found at www.customtruck.com/rental-terms which are incorporated by reference herein, collectively the "Agreement." If there is any conflict in terms, the Terms shall prevail. I acknowledge receipt of the equipment delivered in good order, and a copy of this Rental Out Schedule and the Terms. Signer represents that they are the authorized agent or employee Customer. The Agreement represents the entire agreement between us, and there are no oral or other representations or agreements. CTOS Rentals, LLC reserves the right to modify, change, or revise the Agreement in whole or in part, at any time and from time to time to account for changes in applicable laws, rules or regulations. Customer is responsible for all repair or replacement as provided in the Agreement. Customer hereby authorizes company to send advertisements and solicitations to customer by e-mail or facsimile transmission or otherwise. Rental rates based on 8 working hours per day, 40 hours per week, 160 hours per four week period or 1,500 miles per four week period. Overtime charged on overages. The Customer's signature indicates your understanding of and acceptance of responsibility for operator training requirements and licensing requirements as required by applicable local, state, and federal regulations. Customer has inspected the equipment and if any equipment is not operating properly at time of receipt, you must contact us within one (1) business day. If equipment is shipped via Customer provided transportation or a third party, such as a truck carrier, claims for damages in shipment must be made exclusively with that carrier or its insurance. Customer hereby also agrees to pay all costs of collection, including attorneys fees, incurred in connection with the collection of any amounts due and owing in connection with this rental transaction.

X

CUSTOMER SIGNATURE

NAME PRINTED

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND CONTRACTOR
FOR
McAFEE PUMP STATION REPAIRS - 2024**

This agreement is made and entered into this 7th day of May, 2024, by and between the City of Parkville, Missouri, (hereinafter the "City") and SHE DIGS IT, LLC. (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions(collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of FOUR HUNDRED FORTY SIX THOUSAND THREE HUNDRED FOURTEEN DOLLARS AND NO/100 (\$446,314.00) (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work within **150 calendar days of the date of the Notice to Proceed**. In addition, from the time the existing McAfee Pumping Station is taken off-line, all repairs to the existing pump station shall be complete and the pump station placed back on-line within 21 days. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$ 250.00 for each and every calendar day the work remains incomplete over the specified completion time.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured- and Notice of Cancellation Endorsements, the fully executed Performance, Payment and Maintenance Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

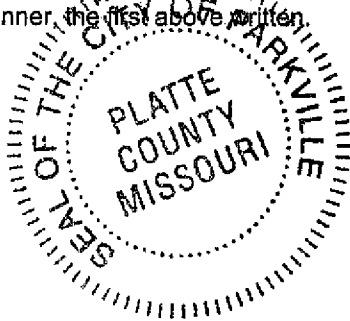
ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

Contractor's Bid Form and attachments.	
Exhibit A	General Conditions of the Contract
Exhibit A-1	Special Conditions of the Contract
Exhibit B-1	Performance Bond
Exhibit B-2	Payment Bond
Exhibit B-3	Maintenance Bond
Exhibit C	List of Plans (by sheet number and date), including attached plan sheets all addenda thereto.
Exhibit D	List of Specifications, including attached specifications and all addenda thereto
Exhibit E	Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition
Exhibit F	Sales tax exemption documentation forms
Exhibit G	Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
Exhibit H	Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
Exhibit I	Affidavit of Compliance with R.S. Mo §285.530.6
Exhibit J-1	Applicable Missouri Prevailing Wage Rates
Exhibit J-2	Prevailing Wage Rate Reporting Form
Exhibit J-3	Certification of Compliance with Prevailing Wage Requirements
Exhibit K	Insurance Requirements
Exhibit L	Bill of Sale
Exhibit M	Bailment Agreement
Exhibit N	Conditional Partial Waiver of Lien and Release of Claims

Exhibit O Conditional Final Waiver of Lien and Release of Claims
Certificate of Substantial Completion
Certificate of Final Completion
Construction Change Directive
Change Order

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed this contract in the prescribed form and manner, the first above written.



CITY OF PARKVILLE, MISSOURI

By: Dean Katerndahl

Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney
Melissa McChesney, City Clerk

SHE DIGS IT, LLC

By: C

(SEAL)

Title OPERATING MANAGER

(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

**CITY OF PARKVILLE
Policy Report**

Date: November 25, 2024

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve Change Order No. 1 with Barkley Asphalt Co. for additional work for the 2024 Asphalt Maintenance Project

BACKGROUND:

In 2024, the capital improvement program included a project to perform routine asphalt maintenance throughout the city in the form of full depth asphalt patching and a mill and overlay of segments of roadway that had deteriorated over time. Through normal operations, asphalt pavement wears out from mechanical breakdown of vehicles using the pavement, the weather breaking down oils and causing freeze and thaw cycles, and the movement of the earth under the roadway.

Throughout the project there were unforeseen circumstances and conditions that could not be captured in the original design. As the project progressed, there were times when the contractor was requested to do additional work to address these concerns as they were components of the project.

Change Order No. 1 includes four components that were altered throughout the project outlined below:

- Removal of Concrete Islands at the roundabout on Lewis Street at the Price Chopper entrance. These islands were removed as the alignment was causing vehicles to routinely drive over the islands and crumbling the curb. They were removed and replaced with pavement markings to correct geometric issues and remove an ongoing maintenance issue for the city with a more manageable approach. This additional work was priced at \$7,700 which included the demolition, haul off, and disposal of each of the three islands.
- Bluff Way Patch was planned for the project. However, at the time of removal it was discovered that additional excavation and concrete removal was required. The limits of removal were increased based on field conditions when it was discovered that the extent of the water issues went longer than anticipated. In addition, the concrete curb was deeper than estimated and additional excavation of saturated material was requested. These additional actions were done in an effort to remove the failing segment of roadway. This work was priced at \$6,600 and included the additional demolition, haul off, and disposal of the additional material.
- Bluff View Patch was an additional patch that was requested after the contractor had left the project. In an effort to include this patch in this year's project, the contractor remobilized to perform this work. This additional mobilization and setup was priced at \$4,250.

- Adjustments to field measured quantities were made from the original contract estimated amounts. The final field measured quantities resulted in an under-run of \$840.65, which was reduced from the contract amount.

STRATEGIC GOAL(S):

Infrastructure and Public Facilities - Extend life of infrastructure & equipment.

BUDGET IMPACT:

The Asphalt Maintenance Project project had an FY 2024 budget amount of \$285,000. The contract was awarded to the lowest bid at an amount of \$269,837.00. Change order 1 increased the cost of the contract by \$17,709.35 for a revised final contract amount of \$287,546.35.

ALTERNATIVES:

1. Approve the change order with Barkley Asphalt Co. for the Asphalt Maintenance Project.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on November 25, 2024, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve Change Order 1 with Barkley Asphalt Co. For the Asphalt Maintenance Project.

STAFF RECOMMENDATION:

Staff recommends the approval of the change order with Barkley Asphalt Co. for additional removals, patch work, and quantity adjustment.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all purchases above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve Change Order No. 1 with Barkley Asphalt Co. for the Asphalt Maintenance Project in the amount of \$17,709.35 and the final contract amount of \$287,546.35.

ATTACHMENTS:

1. Change Order No. 1
2. Original Agreement

Change Order 1

PROJECT (*Name and address*):

2024 Mill & Overlay Program

CHANGE ORDER NUMBER: 1

DATE: 11/5/2024

TO CONTRACTOR (*Name and Address*):

Barkley Asphalt Co., Inc.

P.O. Box 356

Liberty, MO 60469

PROJECT NO.: _____

CONTRACT DATE: 5/7/2024

THE CONTRACTOR IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$	<u>269,837.00</u>
The net change by previously authorized Change Orders	\$	<u>0.00</u>
The Contract Sum prior to this Change Order was	\$	<u>269,837.00</u>
The Contract Sum will be increased by this Change Order in the amount of	\$	<u>17,709.35</u>
The new Contract Sum including this Change Order will be	\$	<u>287,546.35</u>

The Contract Time will be increased by ten (10) days.

The date of Substantial Completion as of the date of this Change Order is therefore September 1, 2024.

This Change Order Represents the following: Island Removal - \$7,700.00; Bluff Way Patch \$6,600.00; Bluff View Patch \$4,250.00; Final Quantities Overrun (840.65)

This Change Order represents a complete and final resolution of all matters concerning or arising out of the work described in the Change Order, including any impact, delay, disruption and/or acceleration of work unless specifically identified herein.

NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

Barkley Asphalt Co., Inc.

CONTRACTOR (*Firm name*)

City of Parkville

OWNER (*Firm Name*)

P.O. Box 356, Liberty, MO 64069

ADDRESS

8880 Clark Ave., Parkville, MO 64152

ADDRESS

BY (*Signature*)

(*Typed name*)

BY (*Signature*)

Dean Katerndahl, Mayor

(*Typed name*)

DATE

DATE

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND CONTRACTOR
FOR
2024 MILL & OVERLAY PROGRAM**

This agreement is made and entered into this 7th day of May, 2024, by and between the City of Parkville, Missouri, (hereinafter the "City") and BARKLEY ASPHALT CO., INC. (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions(collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its, successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of TWO HUNDRED SIXTY-NINE THOUSAND EIGHT HUNDRED THIRTY-SEVEN DOLLARS AND NO/100 (\$269,837.00) (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work by this Contract by 90 days. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$100.00 for each and every calendar day the work remains incomplete over the specified completion time.

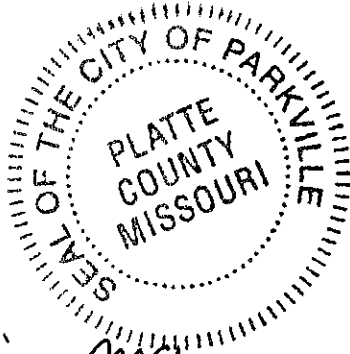
ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured- and Notice of Cancellation Endorsements, the fully executed Performance, Payment and Maintenance Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

	Bid Form
Exhibit A	General Conditions of the Contract
Exhibit A-1	Special Conditions of the Contract
Exhibit B-1	Performance Bond
Exhibit B-2	Payment Bond
Exhibit B-3	Maintenance Bond
Exhibit C	Project Scope
Exhibit D	Specifications included in the Project Scope
Exhibit E	Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition
Exhibit F	Sales tax exemption documentation forms
Exhibit G	Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
Exhibit H	Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
Exhibit I	Affidavit of Compliance with R.S. Mo §285.530.6
Exhibit J-1	Applicable Missouri Prevailing Wage Rates
Exhibit J-2	Prevailing Wage Rate Reporting Form
Exhibit J-3	Certification of Compliance with Prevailing Wage Requirements
Exhibit K	Insurance Requirements
Exhibit L	Bill of Sale
Exhibit M	Bailment Agreement
Exhibit N	Conditional Partial Waiver of Lien and Release of Claims
Exhibit O	Conditional Final Waiver of Lien and Release of Claims
	Certificate of Substantial Completion
	Certificate of Final Completion
	Construction Change Directive
	Change Order

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed this contract in the prescribed form and manner, the date first above written.



ATTEST:

Melissa McChesney
Melissa McChesney, City Clerk

CITY OF PARKVILLE, MISSOURI

By: Dean Katerndahl

Title: Dean Katerndahl, Mayor

BARKLEY ASPHALT CO., INC.

By: Gary Barkley

Title Vice President

(SEAL)

(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

CITY OF PARKVILLE

Policy Report

Date: November 25, 2024

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Renew an intergovernmental agreement with Mid-America Regional Council Solid Waste Management District for the 2025 Regional Household Hazardous Waste Collection Program

BACKGROUND:

The City has historically participated in the Regional Household Hazardous Waste (HHW) Collection Program administered by the Mid-America Regional Council (MARC) Solid Waste Management District. The program is subject to annual renewal on or before December 15th.

The program allows Parkville residents to access permanent collection sites in Lee's Summit and Kansas City for proper disposal of HHW including paint, household cleaners, automotive fluids, pesticides, batteries and similar materials. The program also accommodates outreach collection sites throughout the region. Parkville hosts events in even-numbered years. The next HHW event will be held in Parkville in 2026. However, additional nearby events will be scheduled, but as of this policy report, the schedule for next year has not been released by MARC.

STRATEGIC GOAL(S):

This agreement is part of the Operational Excellence goal to create strategic partnerships for city services.

BUDGET IMPACT:

The program fee is based on a per capita rate using 2020 Census population estimates. In 2025, the proposed per capita rate will be \$1.13 with a total program fee of \$10,010.67. This fee is part of the FY 2025 budget and is included in the Public Works department under Spring & Fall Cleanup at a line item budget of \$30,000.

ALTERNATIVES:

1. Renew the intergovernmental agreement with the MARC Solid Waste Management District for the 2025 Regional Household Hazardous Waste Collection Program.
2. Do not approve the agreement and provide further directions to staff.
3. Postpone this item.

STAFF RECOMMENDATION:

Staff recommends the approval of an intergovernmental agreement with MARC to provide Household Hazardous Waste services.

POLICY:

Intergovernmental agreements require Board of Aldermen approval.

SUGGESTED MOTION:

I move to renew the agreement with the Mid-America Regional Council Solid Waste Management District for the 2025 Regional Household Waste Collection Program.

ATTACHMENTS:

1. Agreement
2. 2025 Community Rates
3. Letter for 2025 HHW Program

2025

Intergovernmental Agreement between the MARC Solid Waste Management District and Parkville, Missouri relating to the Regional Household Hazardous Waste Collection Program

This Agreement is entered into pursuant to Missouri Revised Statutes Section 70.210 *et seq.*

Whereas, Cass, Clay, Jackson, Platte, and Ray Counties and the City of Kansas City have formed the MARC Solid Waste Management District (SWMD) pursuant to Sections 260.300 through 260.345 of the Revised Statutes of Missouri (1986 & Cum. Supp. 1990) and the members of the SWMD include most cities within the member counties; and

Whereas the City of Kansas City, Missouri (Kansas City) operates a permanent Household Hazardous Waste facility located at 4707 Deramus, Kansas City, Missouri, and operates outreach sites for collection of Household Hazardous Waste (HHW) at various locations and on various dates; and

Whereas, the City of Lee's Summit, Missouri operates a permanent Household Hazardous Waste Facility located at 2101 SE Hamblen Road, Lee's Summit; and

Whereas, Kansas City and Lee's Summit have made these HHW collection facilities available for use by members of the SWMD and the SWMD, Kansas City and Lee's Summit have agreed to create a regional household hazardous waste program for the benefit of all members of the SWMD; and

Whereas Parkville, Missouri (sometimes referred to in this Agreement as the "Participating Member") intends to participate in the Regional HHW Collection Program;

Therefore, the SWMD and the Participating Member agree that participation in the Regional HHW Collection Program shall be on the following terms and conditions:

I Definitions

Household Hazardous Waste (HHW) shall mean waste that would be classified as hazardous waste by 40 CFR 261.20 through 261.35 but that is exempt under 40 CFR 261.4 (b) (1) (made applicable in Missouri by 10 CSR 25-4.261) because it is generated by households. Examples include paint products, household cleaners, automotive fluids, pesticides, batteries, and similar materials. A determination of whether any material meets this definition shall be made by Kansas City.

II Effective Date

Parkville, Missouri agrees to participate in the Regional HHW Collection Program for a one-year period beginning on **January 1, 2025**.

III Termination

A. Budget Limitations. This Agreement and all obligations of the Participating Member and the SWMD arising therefrom shall be subject to any limitation imposed by budget law. The parties represent that they have within their respective budgets sufficient funds to discharge the obligations and duties assumed and sufficient funds for the purpose of maintaining this Agreement. This Agreement shall be deemed to terminate by operation of law on the date of expiration of funding.

B. Termination of regional program. If the regional household hazardous waste program is terminated prior to the expiration of this Agreement, the SWMD shall refund the amount paid by the participating member, less the cost of services provided prior to termination of the regional program. The cost of services shall be assessed at seventy-five dollars (\$75.00) for each vehicle belonging to a resident of the participating member that has been served prior to the termination of the program, not to exceed the amount paid by the participating member.

C. Each participating member will be required to notify the SWMD, Kansas City and Lee's Summit in writing of its intention to renew the annual agreement for the following year no later than December 15. In the event that notification is not provided in advance or the final decision is made to not rejoin the program for the upcoming year, the participating member is responsible for any costs incurred by Kansas City and/or Lee's Summit to serve residents after December 31. Kansas City and SWMD reserve the right to invoice the member city or county for any waste disposal costs incurred as a result of late notification.

IV *Duties of Participating Member*

A. **Fees.** **Parkville, Missouri** agrees to pay the sum of **\$10,010.67** to participate in the 2025 Regional HHW Collection Program for the period from January 1 to December 31. The program participation fee is based on a per capita rate of \$1.13 applied to 2023 Population Estimate figures as shown in Attachment One. At least one-half of this amount shall be paid within thirty (30) days upon receiving the district invoice. Payment of any remaining balance shall be paid within the following six months.

B. **Payment.** The Participating Member shall be obligated for payment of the amount shown in Paragraph IV(A) irrespective of the participation of its citizens, or of any actual expenses incurred by the SWMD, Kansas City, or Lee's Summit attributable to the Participating Member, except in the event of termination of the regional program, as reflected in III(B) above. Payment by the Participating Member of the agreed upon amount shall not be contingent upon renewal of this Agreement or renewal of the Agreement between the SWMD and Kansas City or Lee's Summit.

Annual Renewal. The agreement between the SWMD and the Participating Member will be subject to renewal each year. To assure community information is included in the printed promotional material, agreements will be due no later than February 1, 2025. No pro ration of fees is applicable under this agreement.

C. **Contact Person.** The Participating Member agrees to notify the SWMD and Kansas City, on or before the date of this Agreement, of the name of an individual who will serve as its contact person with respect to the Regional HHW Collection Program.

V *Services Provided by the SWMD*

A. **Permanent Collection Facilities.** HHW collection services shall be provided by Kansas City and Lee's Summit pursuant to agreements entered into between the SWMD and Kansas City, and the SWMD and Lee's Summit. Pursuant to those agreements, residents of the Participating Member may deliver HHW, by appointment, if required, and during normal hours of operation, to the Kansas City permanent HHW facility and to the Lee's Summit permanent HHW facility.

B. **Outreach Collections.** Pursuant to the agreement between the SWMD and Kansas City, Kansas City has also agreed to provide contractor services for the collection of HHW at outreach collection sites throughout the SWMD area. Residents of the Participating Member will be able to deliver HHW to outreach collection sites, the dates and locations of which will be negotiated by the SWMD and Kansas City. If, at the request of a Participating Member, an outreach collection is held within its boundaries, the Participating Member agrees that Kansas City or the contractor shall have overall control of the collection activities but the Participating Member shall provide the following:

- adequate and safe sites with unobstructed public access;
- access to restroom facilities and drinking water
- adequate publicity of the date and location of the mobile collection;
- a means for the collection, removal and disposal of any wastes that do not meet the definition of hazardous waste;
- volunteers or workers to conduct traffic control, survey participating residents, stack latex paint and automotive batteries, and assist with non-hazardous waste removal and bulking of motor oil;

- means of limiting the vehicles to a number negotiated by Kansas City and the SWMD (estimated to be either 200, 300, or 400 vehicles per outreach collection);
- a forklift and forklift operator available at the opening and closing of the event; and
- access to residents of any city or county that is also a participating member.

VI *Reports*

The SWMD will provide to the Participating Member quarterly reports on the operations of the Kansas City and Lee's Summit permanent facilities and on the operations of the outreach collections, based on information provided to the SWMD by Kansas City and Lee's Summit. The quarterly reports shall include the following information:

- Total number vehicles using each facility (permanent or mobile) on a quarterly basis;
- Number of vehicles from each participating member using the facility;
- An end-of-the-year summary report including waste composition and disposition.
- Each program year the district will provide brochures which include facility hours of operation, mobile event schedule, and contact information

VII *Insurance*

A. Insurance. The SWMD agrees that, pursuant to the terms of its Agreement with Kansas City, Kansas City shall maintain liability insurance related to the outreach collection sites under which the community where the site is located shall be named as an additional insured.

VIII *Legal Jurisdiction*

Nothing in this Agreement shall be construed as either limiting or extending the legal jurisdiction of the parties.

MARC Solid Waste Management District:

Participating Member:

_____ Date: _____

_____ Date: _____

Doug Wylie, Chair

Print Name

Print Title

2025 Intragovernmental Agreement - Attachment 1		
2025 Regional HHW Program Fees	2023 Population	2025 Rate
Community	Estimates	\$1.13 per capita
Archie	1,262	\$1,426.06
Belton	25,534	\$28,853.42
Blue Springs	60,539	\$68,409.07
Buckner	2,877	\$3,251.01
Claycomo Village	1,353	\$1,528.89
Cleveland	639	\$722.07
Dearbprn	502	\$567.26
Drexel	811	\$916.43
Edgerton	605	\$683.65
Excelsior Springs	10,612	\$11,991.56
Ferrelview	650	\$734.50
Garden City	1,579	\$1,784.27
Gladstone	27,329	\$30,881.77
Glenaire	531	\$600.03
Grain Valley	16,609	\$18,768.17
Grandview	25,436	\$28,742.68
Greenwood	6,123	\$6,918.99
Hardin	559	\$631.67
Harrisonville	9,852	\$11,132.76
Independence	120,922	\$136,641.86
Kearney	11,060	\$12,497.80
Lake Lotawana	2,515	\$2,841.95
Lake Tapawingo	777	\$878.01
Lake Waukomis	931	\$1,052.03
Lake Winnebago	1,715	\$1,937.95
Lawson	2,526	\$2,854.38
Liberty	30,794	\$34,797.22
Loch Lloyd	975	\$1,101.75
Lone Jack	1,744	\$1,970.72
North Kansas City	5,534	\$6,253.42
Oak Grove	8,795	\$9,938.35
Orrick	740	\$836.20
Parkville	8,859	\$10,010.67
Peculiar	6,101	\$6,894.13
Platte City	4,828	\$5,455.64
Pleasant Hill	8,679	\$9,807.27
Pleasant Valley	2,726	\$3,080.38
Raymore	25,306	\$28,595.78
Raytown	29,097	\$32,879.61
Richmond	5,958	\$6,732.54
Riverside	4,417	\$4,991.21
Smithville	10,785	\$12,187.05
Sugar Creek	3,204	\$3,620.52
Weatherby Lake	2,111	\$2,385.43
Weston	1,811	\$2,046.43
Wood Heights	754	\$852.02
Unincorporated Cass County	24,494	\$27,678.22
Unincorporated Clay County	15,606	\$17,634.78
Unincorporated Jackson Co.	23,682	\$26,760.66
Unincorporated Platte County	30,209	\$34,136.17
Unincorporated Ray County	11,194	\$12,649.22
Population Source:		
https://www.marc.org/Data-Economy/Metrodataline/Population/Current-Population-Data		

MARC Solid Waste Management District

Serving local governments in
Cass, Clay, Jackson, Platte and
Ray Counties and working
cooperatively with Johnson,
Leavenworth, Miami and
Wyandotte Counties

Executive Board

Appointed:

Louis Cummings
City of Kansas City

Bob Huston
Cass County

Donna Koontz
Clay County

Vacant
Jackson County

Daniel Erickson
Platte County

Vacant
Ray County

Elected:

David Pavlich
City of Kearney

Doug Wylie, Chair
City of Parkville

Mike Jackson, Vice Chair
City of Independence

Chris Bussen
City of Lee's Summit

Mike Larson
City of Sugar Creek

Trent Salisbury
City of Raymore

Vacant
City of Blue Springs

Lauran Kurtz
City of Lake Lotawana

Ex Officio:

Dianna Bryant
Secretary/Treasurer

October 25, 2024

Re: 2025 Regional Household Hazardous Waste (HHW) Program

The Regional Household Hazardous Waste Collection Program provides residents the opportunity to safely dispose of household hazardous products that cannot be thrown away in the trash. The MARC Solid Waste Management District administers this program in partnership with the cities of Kansas City, Mo and Lee's Summit.

Membership in the program provides residents year-round access to permanent facilities in Kansas City and Lee's Summit, and to multiple mobile collection events.

Materials accepted for safe disposal include paint and paint-related products, automotive fluids, batteries, lawn and garden chemicals, housecleaners, fluorescent bulbs, and other items such as nail polish, bug spray and oven cleaners.

The 2025 participation fee will remain at \$1.13 per capita and will be applied to 2023 population estimates. A community cost list is attached to the agreement enclosed. The MARC Solid Waste Management District also supports the program with Plan Implementation funds.

If you are interested in providing this service to your residents in 2025, please sign and return the agreement by **Friday, December 20, 2024**. After both parties have signed the agreement, we will send you an invoice.

If you have any questions and/or would like a presentation to your city council or county commissioners, please contact Nadja Karpilow at (816) 701-8226.

We look forward to serving your community.

Sincerely,



Doug Wylie
Chair, MARC Solid Waste Management District

**CITY OF PARKVILLE
Policy Report**

Date: November 25, 2024

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve an agreement with KCI Technologies Inc. for geographic information system services

BACKGROUND:

The City procured a Geographic Information System (GIS) in October 2023 from Environmental System Research Institute (ESRI). Since that time, City staff has been collecting and converting data into the new system and has reached the limits of internal staff expertise without a dedicated GIS professional. To continue to develop the City's GIS, the City issued a request for proposals in September to seek a consulting company that is able to further build the system, provide staff training and serve as an on-call and maintenance provider until December 31, 2026.

This service agreement includes multiple items of work that are expected to be developed by the consultant, with staff input. These items include bringing in existing GIS data that the City already has and further developing that information to allow staff to continue to develop this information and utilize it in routine operations. For example, the consultant is being asked to develop layers containing City infrastructure (street, storm, sewer, etc.), community development (zoning, land use, districts, subdivisions etc.), financial (assessments, tax valuations, special districts) and parks assets. They are also being asked to structure the City's GIS to communicate with existing software that the City already has and identify any potential connections that could be made to link this information. Lastly, the consultant will be utilized to build a public-facing portal for GIS-related information. As these stages of GIS are designed, the consultant is expected to work with City staff to develop a localized solution for this information.

Once the initial GIS is running, the consultant will remain an active on-call contractor with the city to help provide maintenance and any supplement city staff with any GIS related work.

The selection process sought proposals to fulfill multiple aspects of the project looking for an experienced team that would be able to complete the work in a timely manner. A total of seven proposals were received from companies from throughout the US. A staff committee reviewed the proposals and determined that there were two finalists from the proposals that were selected to conduct an interview between the consultants team that would be working with staff and the primary staff leads that would be overseeing this work. This process resulted in the selection of KCI Technologies Inc., which is headquartered in Maryland with offices in several locations, including one in St. Louis, Missouri. They were selected based on their comprehensive knowledge of the project, quality of their proposal, expertise of staff & ability to complete the work, and the quality of their interview.

Due to the nature of the project, the exact time and scope of services was requested to be estimated

in each proposal. KCI technologies provided similar staff rates to the other seven proposals, and their total estimated cost was \$126,308. This estimated price was in the middle of the seven proposals in estimated cost. However, the scope of the project will be adjusted as the consultant better learns the needs of the City to develop the system. Therefore, the final cost of the project will be determined by the amount of utilization of the consultant at identified rates in the contract.

STRATEGIC GOAL(S):

This agreement fulfills operational excellence in creating a strategic partnership to utilize appropriate technology and equipment.

BUDGET IMPACT:

This first phase of the project will be initially funded through the Stormwater Fund, which has \$305,000 in FY 2025 programmed for Stormwater functions (Page 100 of the FY 2025 budget). This fund is being used as the primary driver for further GIS implementation and is needed to meet regulatory requirements set forth by the Missouri Department of Natural Resources to comply with the City's National Pollutant Discharge Elimination System (NPDES) permit, which requires compliance in 2025. Further GIS functions, as they are developed, will be funded by their respective Department/Fund relevant to the type of work being performed.

ALTERNATIVES:

1. Approve the agreement with KCI Technologies for GIS services.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on November 25, 2024, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve a contract with KCI Technologies to provide GIS services.

STAFF RECOMMENDATION:

Staff recommends the approval of a contract with KCI Technologies to provide GIS services.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all purchases above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve an agreement with KCI Technologies to provide GIS services in an amount not to exceed \$126,308.

ATTACHMENTS:

1. Agreement
2. KCI Technologies Proposal

PROFESSIONAL SERVICES AGREEMENT FOR THE CREATION AND IMPLEMENTATION OF A GEOGRAPHIC INFORMATION SYSTEM (GIS)

THIS SERVICE AGREEMENT, entered into on this 3rd day of December 2024, by and between the CITY OF PARKVILLE, MISSOURI ("City") and **KCI TECHNOLOGIES, INC.** ("Service Provider").

WHEREAS, Service Provider was chosen through a qualifications-based selection process and has demonstrated the necessary expertise, experience, and personnel to complete the Project.

WHEREAS, the City requires the Consultant to provide professional services for the Creation and Implementation of a Geographic Information System (GIS); and

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Services" when used in this Agreement shall mean any and services provided by the Service Provider in accordance with this Agreement.
- B. Service Provider agrees to perform and complete the following Services:
 - i. When notified by the Assistant to the City Administrator, City Administrator, or their designees, either verbally or in writing, meet with City staff to discuss auditing service needs and tasks that arise. Meetings will occur via telephone or in person at a location of mutual convenience such as Parkville City Hall. If requested by City staff, briefly investigate situations or problems and advise City on a recommended course of action to resolve.
 - ii. If a definable scope and work product can be identified and described in writing, Service Provider will prepare a Work Authorization Form (WA Form) using the template labeled as Exhibit A, attached hereto and incorporated by reference, which shall contain a written list of work tasks and an estimated number of hours to complete the Services.
 - iii. Once approved by City in writing, Service Provider will complete the services set forth in the WA Form. Unless amended in writing by City, Service Provider's estimate of hours and price shall not be exceeded.
 - iv. The City reserves the right to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the revision, before Service Provider performs the revised services. If conditions arise which constitute a change in scope to a WA Form, Service Provider will bring this situation to the attention of City staff as soon as possible, and if mutually acceptable the scope of work and the WA Form will be revised. Service Provider is not

eligible for compensation for changes in scope unless approved in writing through a revision to the WA Form.

- C. Service Provider shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed and paid as a percentage of the refunds and/or possible future savings, identified by the Service Provider, and only after the City physically receives these refunds and savings, and only for a period negotiated between the City and the Service Provider.
 - b. Service Provider is not entitled to reimbursement for miscellaneous expenses including but not limited to travel, transportation, postage, without prior written approval from the City.
 - c. Service Provider is not entitled to hourly compensation for work that is not associated with the direct provision of Services, such as overhead tasks including preparing WA Forms, submitting invoices, and travel time.
- B. In the case of possible future savings found, Service Provider shall submit an itemized invoice to the City on the first day of each Quarter that details the amount due from the savings percentage. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.
- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any

authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement.
- B. Services shall be completed within the schedule documented in each WA Form.
- C. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- D. If Service Provider's performance is delayed due to items caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

V. LIABILITY AND INDEMNIFICATION

- A. Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.
- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

- A. The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate coverage. Service Provider shall also secure and maintain Worker's Compensation and Employer's Liability Insurance, when

applicable, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it :

- a. Is licensed to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A or better; and
 - c. Carries at least a Class X financial rating.
- B. Service Provider shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. Service Provider shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days advance notice of cancellation. Service Provider shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the City prior to commencement of any services on City property.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Service Provider.
- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.

- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:

City of Parkville
Attn: Daniel Harper
Public Works Director
8880 Clark Ave.
Parkville, MO 64152
dharp@parkvillemo.gov

- C. Notices sent by the City shall be sent to:

KCI Technologies, Inc.
Attn: Jeanne Ruthloff
Jeanne.Ruthloff@kci.com
Sector President Technology & Innovation
936 Ridgebrook Rd.
Sparks, MD 21152
(410) 472-5932

XI. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall be until all Services are satisfactorily completed and accepted by the City.
- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed to the City's satisfaction as of the date of termination. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

XII. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.

- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
- i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Authorized Employees. Service Provider acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Service Provider therefore covenants that it will not knowingly be in violation of subsection 1 of Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform Services related to this Agreement, and that its employees are lawfully to work in the United States.
- G. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.

- H. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- I. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- J. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- K. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- L. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____
Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

KCI TECHNOLOGIES, INC.

By: _____
Jeanne Ruthloff



EXHIBIT A

Work Authorization

City of Parkville
Department of Public Works

Preparation date:

To:

General Scope of Work Description/Project:

Project Title

Description

Primary Tasks: (List task and hours):

Estimated Total: \$ _____

Project Start Date:

Estimated Completion Date:

Budget Account Code:

Schedule:

Name/Title: _____

Signature: _____

Company: _____

Date: _____

City Authorization:

☐ Department Head: _____

Date: _____

☐ City Administrator: _____

☐ Mayor (if applicable): _____



City of Parkville - GIS Project

Submitted by: KCI Technologies Inc.
Submitted on: October 11, 2024

RISE TO THE
CHALLENGE



ISO 9001:2015 CERTIFIED

ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS

936 Ridgebrook Road • Sparks, MD 21152 • Phone 410-316-7800 • Fax 410-316-7817

October 11, 2024

Dan Harper
Public Works Director
City of Parkville
8880 Clark Ave.
Parkville, MO 64152

RE: Request for Proposals: Creation and Implementation of a Geographic Information System (GIS) Services

Dear Mr. Harper and Members of the Selection Committee:

KCI Technologies, Inc. (KCI) understands the project outlined in the RFP aims to engage professional planning and urban design consultants, engineering, and architecture firms with expertise in GIS hardware/software, development, operation, training, and maintenance. The primary objectives include gathering data and developing foundational map layers using internal and external sources, such as the Platte County Assessor's Office. The selected consultant will create and edit various map layers, including those for sanitary and storm sewers, planning, zoning, and more.

Additionally, the project involves establishing communication with existing software systems, setting up an Esri web-based account, and developing user groups with specific access levels. The consultant will also provide hardware specifications, limited training, and ongoing maintenance for the GIS system until December 31, 2026. A public portal will be created to share city information and facilitate public access to maps, alongside reporting mechanisms for stormwater inspection documentation.

KCI stands out as the ideal candidate for this contract due to its extensive experience and proven ability to collaborate effectively with diverse stakeholders, including planners and engineers across the city. With a robust skill set tailored to the unique needs of small municipalities, KCI is adept at fulfilling multiple roles, ensuring seamless project execution. The firm's familiarity with the National Pollutant Discharge Elimination System (NPDES) Minimum Control Measures (MCM) further enhances its capability to navigate regulatory requirements. Additionally, KCI's expertise in systems integration positions them to deliver comprehensive GIS solutions that meet the project's objectives efficiently and effectively.

KCI has thoroughly reviewed the agreement and will comply with its terms.

Sincerely,

Jeanne M. Ruthloff, Sector President Technology & Innovation

CONTACT INFORMATION

Jeanne M. Ruthloff
Sector President Technology & Innovation
KCI Technologies, Inc.
936 Ridgebrook Road
Sparks, MD 21152
(410) 472-5932

RELATED EXPERIENCE AND REFERENCES



KCI's history can be traced to a small firm operating out of the basement of the co-founder's home in 1955. By its second year, the company took up residence in a proper facility, only to change locations several times over the next decade in a succession of moves that paralleled its growth.

At KCI, we apply knowledge, determination, and skill to create a more interconnected, livable world - a society that connects us to our clients and each other. We relentlessly pursue solutions today to address tomorrow's technology challenges across all functional departments for municipalities of all sizes. Our team's size and experience allow us to provide services for large and high-profile projects. At the same time, our commitment and care enable us to deliver solutions at the level of detail expected from a smaller municipality.

Operating as a 100% employee-owned firm, our team of experts are passionate about making a difference. This makes it easy to stand by our work and deliver what we promise. KCI is also ISO 9001:2015 certified, a widely recognized international standard for quality management systems. As a team, we are committed to continuous improvement—of ourselves, each other, and the world around us. We are driven to rise to the challenge.



2100+
EMPLOYEE OWNERS



100%
EMPLOYEE-OWNED



**AWARD-
WINNING**
ORGANIZATION, PEOPLE & PROJECTS



60+
OFFICES



FOUNDED IN
1955



18
STATES
+ DC

ISO 9001:2015
CERTIFIED FIRM

For over 35 years, KCI has applied geospatial technology to clients in virtually every technical discipline. We work in a multidiscipline, multi-platform environment, employing our best GIS resources available to meet the needs of our clients. Whether analyzing environmental impacts in a potential transportation corridor or migrating utility geodatabases to the Esri Utility Network, KCI's GIS professionals have consistently demonstrated a mastery of Geospatial technology and its versatile applications. We routinely work with our utility location and survey teams to conduct utility surveys in the field and perform quality assurance and post-processing to convert that data into GIS and CADD formats.

Our technology team of over 60+ professionals includes project managers, business analysts, solution architects, system architects, database administrators, application developers, COTs and low code/no code configuration specialists, data analysts, GIS analysts, and technicians. As a dedicated team, we offer clients our collective knowledge, resources, and expertise to provide the highest-quality service.

As an **Esri Silver Level Business Partner**, the KCI technology team has expertise in the Esri platform and are highly skilled in installing, configuring, and managing the ArcGIS Enterprise suite. KCI's solutions engineers provide clients with comprehensive services deploying solutions on-premises as well as on major cloud platforms like Azure, AWS, and Google Cloud, offering scalable and secure GIS infrastructures tailored to each client's unique requirements. KCI's solutions engineers are experienced in supporting major enterprise database platforms such as Microsoft SQL Server, Oracle, and PostgreSQL and provide robust data management, data warehousing, and data lake expertise to allow organizations to leverage the full potential of the enterprise geodatabase model. Additionally, KCI's geospatial application developers are well-versed in industry-standard languages and methodologies, enabling effective integration of GIS functionalities with other enterprise systems for enhanced operational efficiency.

A local municipality maintains data for a variety of asset, boundary, and administrative datasets. These datasets are critical to the functions of the municipality. GIS plays a vital role by helping us understand their location, interrelationships, and various components as assets themselves. The KCI team has extensive experience thoughtfully understanding and developing database structure, relationships, and relevant attribution to capture all pertinent spatial and tabular information effectively for these critical datasets. Our team is adept at performing field data collection for a variety of assets using off-the-shelf Esri GIS applications such as Esri Field Maps or Survey123 and the use of connected, high-accuracy GPS/GNSS receivers. ArcGIS Field Maps allow for the pre-configuration of data layer attribute domains and relationships, streamlining the workflow and increasing data capture efficiency.

KCI's team uses Esri software daily for a host of similar clients in the public and private sectors. Our team of experts provides GIS consulting services for on-premise, cloud, field, desktop, and web-based solutions on the Esri stack. As a dedicated team, we offer clients our collective knowledge, resources, and expertise to provide the highest quality service consulting services.

available. KCI staff have the following Esri certifications, which makes us uniquely qualified to provide services to the City for this contract.

- Esri Certified Web Application Developer Associate
- Esri Certified Enterprise Administration Associate
- Esri Certified Enterprise Administration Professional
- Esri Certified Enterprise Geodata Management Associate
- Esri ArcGIS API for JavaScript
- Esri ArcGIS API for JavaScript Specialty
- PI for Python
- Esri ArcGIS API for Python Specialty
- Esri ArcGIS Online (AGOL) Administration
- Esri AGOL Administration Specialty
- Esri ArcGIS System Ready Specialty

Our team has expertise in all facets of the Esri project lifecycle (SDLC), from inception to delivery, including:

- Requirements capture
- Design and activity modeling
- Geodatabase design (Oracle/SQL Server/PostgreSQL)
- Integration planning (Network, Document management/SharePoint, 3rd party API)
- Data capture planning (Collector/Field Maps), QA, and maintenance (Versioning) Workflows
- Data conversion and population techniques (CAD/FME)
- Process automation and analysis (ArcObjects/Python/Modeling)
- Data dissemination and sharing (Dashboards/Mobile/Web Service Architectures)

ASSET AND WORK ORDER MANAGEMENT PLANNING

Anne Arundel County, MD

REFERENCE	SERVICES PROVIDED	KEY PERSONNEL	ROLE
Dave Gillum GIS Systems Analyst Anne Arundel County Heritage Office Complex 2662 Riva Road Annapolis, MD 21401 410.222.4023 itgill00@aacounty.org	GIS / Geospatial and Asset Management	Chris Blinn – Solution Architect	Prime
			DATES OF SERVICE 2015 to present
			COST OF SERVICES \$1,000,000+

Anne Arundel County Department of Public Works engaged the KCI team to help them plan to implement an enterprise Asset and Work Order Management (AWOM) system. In addition, the County desired to implement a comprehensive asset management program to strengthen business and infrastructure decision-making and provide defined LOS to customers. This project aimed to ensure the organization's future readiness through strategic planning and documentation across the three operational bureaus (Highways, Solid Waste, and Utilities) and the Bureau of Engineering.

AWOM Implementation Support

After the County selected the VUEWorks asset and work order management software solution, the KCI team has continued to support the County in various support roles as well as furthering several of the high priority initiatives identified in the Asset Management Plans. Activities have included:

- GIS Migration Support - KCI staff also assisted the Office of Planning and Zoning with migrating legacy data and processes from on-premises servers to the current OIT GIS ArcGIS Enterprise environment in the cloud. Our business analyst first reviewed, cataloged and inventoried all existing data sources on the file server. Next, work sessions were facilitated with data stewards to identify those data sources to migrate, those to be archived, and those to be deleted. KCI then supported operations to move the needed data sources to the OIT ArcGIS Enterprise platform and provided relevant training.
- GIS System Architecture - The KCI team has designed and implemented the system environment to support ArcGIS Server, SQL Server, and VUEWorks to support multiple environments, including EDIT, DEV, QA, and PROD. Considerations for one-way and two-editing were considered as well as workflows for change management. KCI assisted OIT GIS with their GIS program and provided direction regarding best practices and uses of Esri's ArcGIS

technologies. We provided administrative support to OIT GISs ArcGIS Enterprise environments in AWS and interfaced and collaborated with OIT regarding shared IT and GIS issues and responsibilities. We also assisted OIT GIS with configuration, design, data loading, maintenance, versioning, archiving, tuning, and replication of enterprise geodatabases.

- Standard Operating Procedures (SOPs) - Identified as a high-priority initiative, the KCI team has developed a framework for naming, logging, and organizing SOPs that can be department-wide or bureau/business unit specific. Initial SOPs developed by KCI include those focused on the new system architecture and editing workflows.
- Traffic Asset Inventory Compilation - The Traffic Division within the Department of Public Works (DPW) Bureau of Highways owns, tracks, and maintains thousands of traffic assets, including longline, special pavement paint markings, traffic signs, traffic control devices and signalized intersection assets, among many others. KCI compiled and conflated various data sources into GIS layers to support the VUEWorks implementation and has completed several subsequent inventory enhancements, including the augmentation of signs, streetlights, and longlines, among others. KCI has also supported the Traffic Division with complex analytic tasks, including the development of a comprehensive crash data inventory and the development of a GIS model to process and assess County crash data and the development and maintenance of custom geoprocessing tools that automate significant editing and maintenance tasks for Traffic data. In addition, KCI has supported the Traffic Division with the creation and maintenance of its published services, field collector maps, web maps, and applications on the County's Production Portal.
- Risk Framework - Using water mains as a pilot, the KCI team worked with key stakeholders to determine relevant factors for the consequence of failure and the probability of failure. The data was analyzed and through the working group, scores of 1-5 were assigned to the appropriate values. The factors were then weighted and used to calculate risk scores for water pipes in the County. The next step will be to incorporate these factors into the VUEWorks risk module platform.

GIS SUPPORT SERVICES

Solano County, CA

REFERENCE	SERVICES PROVIDED	KEY PERSONNEL	ROLE
Stewart Bruce, GISP Regional IT Infrastructure and Operations Manager Solano County 675 Texas Street, Ste. 3700 Fairfield, CA 94533 253.508.9672 sbruce@solanocounty.com	GIS / Geospatial	Chris Blinn - Solutions Architect Darbie Gibbs - Configuration Specialist	Prime DATES OF SERVICE 2022-2023 COST OF SERVICES \$175,000

KCI was responsible for migrating numerous applications and the associated datasets from legacy portals to a new portal architecture. To support this work, our team evaluated the county-identified applications to understand the datasets and services each application consumes. We created an application matrix, which was used to evaluate the datasets and services that were migrated into the new County portal. This application and data matrix allowed the team to define a migration plan and road map for County review and approval. Once approved, KCI supported the County in implementing the defined road map, including standing up the new portal architecture, supporting the County's migration to Azure cloud environment, and migrating the identified applications and data to the new Portal architecture and AGOL instance.

ON-CALL SUPPORT

City of Anacortes, WA

REFERENCE	SERVICES PROVIDED	KEY PERSONNEL	ROLE
Robert Hoxie GIS Manager City of Anacortes 904 6th Street Anacortes, WA 98221 360.299.1988 robh@anacorteswa.gov	GIS / Geospatial	Dustin Henry - Project Manager	Prime DATES OF SERVICE 2023 to present COST OF SERVICES \$7,500

KCI provided comprehensive on-call support services to the City of Anacortes, focusing on upgrading their ArcGIS Server environment, enhancing enterprise geodatabase editing workflows, supporting both ArcGIS Enterprise and ArcGIS Online, and delivering custom GIS programming solutions. The project included a parallel upgrade of the City's ArcGIS Server to version 10.9.1, which was executed with careful planning to minimize downtime and thorough post-upgrade validation to ensure all services operated smoothly and minimized impacts to City operations.

KCI provided critical support for the City's enterprise geodatabase by troubleshooting, configuring, and optimizing versioned editing workflows, successfully resolving persistent issues between ArcGIS Server and Cartograph. Additionally, KCI updated the City's Python 2.x geodatabase maintenance scripts to Python 3.x, ensuring compatibility with Esri's latest software and maintaining the smooth operation of automated database processes. A custom web application was developed using the ArcGIS JavaScript API 4.x, allowing users to dynamically calculate tree canopy coverage for any location within the City. As users search, pan, or zoom, the tree canopy data is automatically updated, providing real-time insights for City planners, environmental experts, and the public.

Throughout the project, KCI delivered comprehensive troubleshooting and support across all GIS-related areas, including assisting the City with its migration from ArcMap to ArcGIS Pro. KCI provided expert guidance on editing workflows, data loading, publishing ArcGIS map services, and resolving day-to-day operational challenges, ensuring that the City could fully leverage its GIS technology for improved efficiency and functionality.

GIS AND IT SUPPORT SERVICES

Carroll County, MD

REFERENCE	SERVICES PROVIDED	KEY PERSONNEL	ROLE
Tom Dowd GIS Services Manager Carroll County 225 North Center Street Westminster, MD 21157 410.386.2063 tdowd@ccg.carr.org	GIS / Geospatial	Brent Reeves - Project Manager Chris Blinn - Solution Architect	Prime DATES OF SERVICE Multiple contracts since 2016 COST OF SERVICES \$20,000 per year

Over the past several years, KCI has provided Carroll County with staff resources to perform a variety of tasks focused on the planning, design, and implementation of software products, database migration, application development, map configuration, data loading and optimization, and other tasks as needed. Under this contract, KCI is providing as-needed IT, GIS, and server support services to the County. Additional work includes Geocortex and ArcGIS Online support and contour generation.

GIS SUPPORT SERVICES

City of Lilburn, GA

REFERENCE	SERVICES PROVIDED	KEY PERSONNEL	ROLE
Jenny Simpkins City Manager City of Lilburn 340 Main Street Lilburn, GA 30047 770.279.3719 jsimpkins@cityoflilburn.com	GIS / Geospatial	Dax Flinn - Project Manager Chris Blinn - Solutions Architect	Prime DATES OF SERVICE 2023 to present COST OF SERVICES \$79,710

KCI designed and configured an ArcGIS Online Hub Site, along with related GIS web applications. KCI developed and uploaded key GIS datasets into ArcGIS Online, offering both administrative and technical GIS support. KCI also provided ArcGIS Online training to City staff, ensuring effective use of the platform. Furthermore, KCI worked closely with the City to integrate its ArcGIS platform with the City's EnerGov licensing and permitting software, helping automate and streamline the City's permitting workflows.

STORM DRAIN INVENTORY

Prince George's County, MD

REFERENCE	SERVICES PROVIDED	KEY PERSONNEL	ROLE
Elizabeth Miller Chief, Engineering Services Division Prince George's County 1301 McCormick Drive Largo, MD 20774 301.883.5642 efmiller@co.pg.md.us	GIS / Geospatial	Brent Reeves - Project Manager	Prime DATES OF SERVICE 2019 to present COST OF SERVICES \$1,7000,000 over four tasks

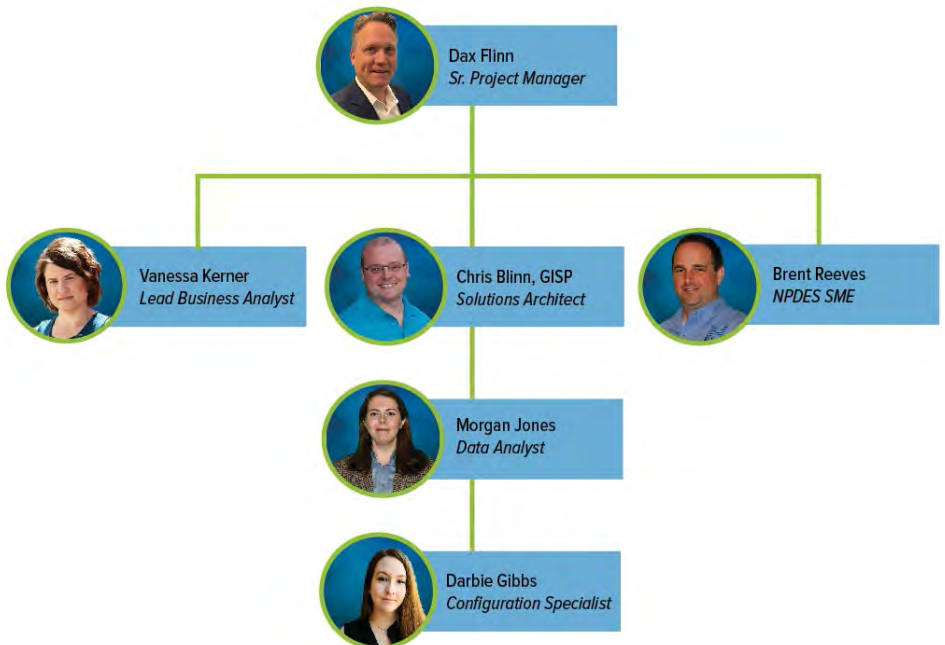
The Department of Public Works and Transportation of Prince George's County is responsible for maintaining the stormwater management district and assisting with the compliance of their NPDES MS4 Permit. KCI was tasked to complete a pilot project to update the current stormwater data and collection workflows; develop a data collection application for inventory and condition assessment; update the SOPs; and implement a data sharing collaboration. Upon successfully delivering the pilot, KCI was tasked to complete the data collection for a watershed containing ~30,000 structures, to oversee and coordinate up to four other consultant firms with similar size projects, and to provide overall data sharing and management for the County's stormwater data collection program.

PROJECT TEAM

The success of any project is dependent on the quality and experience of the overall team as well as individual project personnel; therefore, KCI selected key staff to highlight based on their experience with creating, implementing, maintaining, and providing training for GIS. In addition, KCI has a team of 60+ highly qualified, diverse experts to leverage as needed.

The team presented herein has completed projects under similar agreements and will draw on their experience to move with timeliness and efficiency through the project. KCI has extensive experience completing fast-track schedules for similar projects and is accustomed to working with tight time constraints. KCI has ample staff to dedicate to any project, as schedules deem necessary, while maintaining quality control of the work.

Our key personnel will mobilize quickly to meet the project schedule and deliverables. On the following pages we have provided the required information, including resumes for key project team members. These resumes detail their educational background, training, certifications, related experience, and roles played on past projects.



DAX FLINN

PROJECT MANAGER

EDUCATION

MA / Geography

BS / Geography

REGISTRATIONS/CERTIFICATIONS

FAA Part 107 UAS (Drone) Pilot

ITIL Foundation Certificate in IT

Service Mgmt

YEARS OF EXPERIENCE 23

RESIDENCE Atlanta, GA

Mr. Flinn is a Senior Project Manager in KCI's Technology and Innovation Sector. Prior to joining KCI, he served as the IT GIS Manager for Gwinnett County, GA, and the GIS Manager for the City of Atlanta. His previous experience offers a unique perspective and understanding of the challenges associated with projects in the public sector. During his time at Gwinnett County, he oversaw the operations of the Geospatial Solutions (GS) Division within the Department of Information Technology Services. His responsibilities included implementing, maintaining, managing, and providing support for all Accela Civic Platform and GIS enterprise systems for Gwinnett County. Additionally, he developed and managed the implementation of the GS Division's multi-year strategic plan, service delivery goals, and annual objectives. He also managed the delivery of services provided by the GS Division using a collaborative, team-based approach to achieve goals and objectives.

Additionally, Mr. Flinn served in multiple roles at the City of Atlanta for 11 years, including as the GIS Manager for seven years. As the GIS Manager for GIS Division, Office of Engineering Services, and Department of Watershed Management, his duties included coordinating and directing staff in GIS data collection, data maintenance, and project management efforts. He implemented GIS data maintenance processes and associated workflows, designed and implemented new online map requests with the ability to track project time, project type, and requestor, as well as archive ability to search and store historical jobs, and integrated Electronic Content Management System (ECMS) with GIS. Additionally, he served as the lead on the Department of Watershed Management (DWM) Data /Systems Enablement Initiative, identifying and integrating key systems within DWM. He performed data security, including disaster recovery, access control, and risk management; CMMS migration and upgrade implementation projects - Infor Hansen, Maximo, enQuesta; and mobile application development and roll-out, including integration with CMMS and GIS. His experience with KCI is included below:

- City of Lilburn, GIS Support - Lilburn, GA
- City of Pulaski, GIS Support - Pulaski, TN
- City of Gallatin, Asset Management Plan - Gallatin, TN

VANESSA KERNER

LEAD BUSINESS ANALYST

EDUCATION

MS / Geographic Information

Science

Certificate / Intelligence Studies

Certificate / Geographic Information

Science

YEARS OF EXPERIENCE 12

RESIDENCE St. Louis, MO

Ms. Kerner is a Lead Business Analyst in KCI's Technology and Innovation Sector. Her primary area of expertise encompasses GIS project support and permitting, licensing, and land management systems. In her capacity, she plays a pivotal role in GIS implementation services, overseeing requirements-gathering sessions, documentation, configuration, data management, and reporting. Ms. Kerner boasts an impressive 12-year tenure in the field of GIS, encompassing activities such as mapping, spatial analysis, custom Python solutions, and team leadership. Previous experience spans military, federal, and local government.

- Maryland-National Capital Park and Planning Commission, DAMS Replacement Implementation - Prince George's County, MD
- City of Morgantown, Cityworks Implementation - Morgantown, WV
- Alexander City, Cityworks PLL Implementation - Alexander City, AL
- Baltimore County Office of Information Technology, Land Use Regulatory Automation - Baltimore County, MD

CHRIS BLINN, GISP

SENIOR SOLUTIONS ARCHITECT

EDUCATION

MS / GIS
BS / Meteorology and Climatology

REGISTRATIONS/CERTIFICATIONS

GISP / 65550

YEARS OF EXPERIENCE 15

RESIDENCE Remote worker in IN

Mr. Blinn is a Solutions Architect in KCI's Technology and Innovation Sector. Prior to joining KCI, Mr. Blinn was a Senior Solutions Engineer and Architect where he created and configured ArcGIS Online applications, managed ArcGIS Enterprise and Server instances, and served as the primary technical lead for more than 50 projects. Mr. Blinn's passion for problem-solving drives him to take on every task with excitement, insightfulness, and creativity. With a deep understanding of both the technical approach and business application of a solution, he can train a user or pitch to a CEO. Mr. Blinn has worked with numerous municipal and commercial agencies to correctly size infrastructure on-premises and in the cloud.

- Anne Arundel County, GIS and Asset Management Support – Anne Arundel County, MD
- City of Lilburn, GIS Support – Lilburn, GA
- Solano County, GIS – Solano County, CA
- The Metropolitan Government of Nashville and Davidson County, CDR Enterprise Technology Infrastructure – Nashville, TN
- Howard County, ArcGIS Enterprise Installation and Configuration – Howard County, MD
- Capital Region Water, GIS Support, Harrisburg, PA
- Carroll County, GIS Support Services, Carroll County, MD

DARBY GIBBS

CONFIGURATION SPECIALIST

EDUCATION

BS / Earth Science
AAS / Computer Information Technology
AA / Studio Art

YEARS OF EXPERIENCE 4

RESIDENCE Nashville, TN

Ms. Gibbs is a GIS Data Analyst with over four years of experience in geospatial programming, database analysis, and web map development. She has experience in GIS analysis, database manipulation, and feature extraction, with contributions to multiple projects using Esri software, SQL, AutoCAD, and AGOL tools such as Web AppBuilder, StoryMaps, and Dashboard. She manages spatial databases, performs QA/QC, and improves data quality across various industries. She is also proficient in a range of programming languages and design tools, with a blend of technical expertise and creative problem-solving skills.

- Solano County GIS – Solano County, CA
- City of Pulaski GIS Support Services – Pulaski, TN
- Belvidere Rural Utility District, Asset Management Plan – Belvidere, TN
- Center Grove Utility District, Asset Management Plan – Estill Springs, TN

MORGAN JONES

DATA ANALYST

EDUCATION

MA / Sustainability
MSc / Geospatial Intelligence
BS / Geology

REGISTRATIONS/CERTIFICATIONS

FAA Part 107 sUAS Pilot
Kingdom Data Downloading from IHS
Submerged Paleo Landscape Workshop Certification from the University of West Florida
TWIC
Watershed Stewards Academy

Ms. Jones is a GIS Analyst in KCI's Technology and Innovation Sector. Her primary responsibilities are to support stormwater projects related to stormwater control measure and [Illicit Discharge Detection and Elimination \(IDDE\)](#) programs. Her tasks include developing and managing stormwater geodatabases; identifying the requirements for data collections; developing database dictionaries and schemas; developing file geodatabase for a variety of transportation and utility assets; compiling data from as-built plan sheets and field verifications in ArcPro and AGOL; migrating legacy data into enhanced database schemas; and identifying and developing QC tests and rules. She stands up and manages feature and map services in an AGOL, Field Maps, and Survey123 environment; performs database versioning; provides quality control services related to stormwater database attribution and geometry; and coordinates with KCI business analysts, project managers, and client stakeholders to complete tasks related to NPDES MS4 compliance. She provides status reporting for stormwater

MD SAV Watchers
Pending ESRI MOOC: Imagery in
Action (ETC: 11/3/23)

YEARS OF EXPERIENCE 10

RESIDENCE Sparks, MD

programs, SOPs, NPDES annual reporting activities, and collaboration with project stakeholders to ensure compliance with NPDES permits. Ms. Jones is currently developing an Esri model to support the automation of drainage areas for stormwater assets.

- Maryland Department of Transportation State Highway Administration, Illicit Discharge and Elimination Program – Baltimore, MD
- Maryland Department of Transportation State Highway Administration, Stormwater BMP Inventory and Inspection Program – Baltimore, MD
- Montgomery County, MS4 NPDES Permit Annual Reporting and IDDE Program Support – Montgomery County, MD
- Maryland Department of Transportation State Highway Administration, NPDES Schema and Data Collection Application Development and Enhancements – Baltimore, MD
- Anne Arundel County, IDDE Program Support – Anne Arundel County, MD
- Maryland Transportation Authority, IDDE Program Support – Baltimore, MD
- Frederick County, IDDE Monitoring Program – Frederick County, MD

BRENT REEVES

NPDES MS4 SUBJECT MATTER EXPERT

EDUCATION

MS / Environmental Science
BS / Environmental Science
BS / Geology

REGISTRATIONS/CERTIFICATIONS

PennDOT Stormwater Control
Measures Condition Assessment
Inspection / 2018
PennDOT Stormwater Control
Measures Visual Screening
Inspections / 2018
NCSU Stormwater SCM Inspection
and Maintenance Certification /
2020

YEARS OF EXPERIENCE 23

RESIDENCE Sparks, MD

Mr. Reeves is a Project Manager in KCI's Technology and Innovation Sector with a water resources background. His primary responsibilities over his 23 years of experience have been to manage and conduct office and field efforts for storm drain and stormwater management inventory and inspection tasks, perform IDDE screenings, develop and manage stormwater databases, map and inventory for storm water pollution prevention plans and provide support to Phase I and Phase II NPDES MS4 permit holders. He is proficient in the use of Esri GIS software, including ArcInfo, ArcView, and ArcGIS as well as MicroStation, Microsoft Access, and water resources modeling applications. Other specialties include data collection using custom Esri-based field and office editing applications, developing requirements and workflows for data collection, managing projects related to NPDES and TMDL compliance, and performing QA/QC of submittals. Working mostly in the storm drain data collection and compliance industry for 19 years, Mr. Reeves has gained a vast amount of subject matter expertise including data collection techniques, software solutions for data collection, and full program workflow strategies for cost and time savings. Mr. Reeves has performed the tasks listed below for clients, including Maryland Department of Transportation State Highway Administration, Prince George's County, MD; Maryland Port Administration; Anne Arundel County, MD; City of Tacoma Park, MD; Baltimore City, MD; City of Elkton, MD; North Carolina Department of Transportation, and Delaware Department of Transportation. He can transfer the success and lessons learned for storm drain data collection process to new clients.

- Maryland Department of Transportation State Highway Administration, Illicit Discharge and Elimination Program – Baltimore, MD
- Maryland Department of Transportation State Highway Administration, Stormwater BMP Inventory and Inspection Program – Baltimore, MD
- NPDES Schema and Data Collection Application Development and Enhancements – Maryland Department of Transportation State Highway Administration, Baltimore, MD
- Montgomery County, MS4 NPDES Permit Annual Reporting and IDDE Program Support – Montgomery County, MD
- City of Takoma Park, Stormwater Inventory and IDDE Program Support – Takoma Park, MD
- City of Mauldin, Stormwater Inventory Solution Support – Mauldin, SC
- City of Pinewood, Stormwater Inventory Solution – Pinewood, SC
- Prince George's County, Stormwater Inventory and Condition Assessment – Prince George's County, MD

- Pennsylvania Turnpike Commission, Stormwater and IDDE Inventory, Tracking, and Reporting – Middletown, PA
- Delaware Department of Transportation, Stormwater Inventory and Inspection Program – New Castle County, DE
- Howard County, Sanitary Database Development and Compilation – Howard County, MD

FEE

The cost to complete the above-described tasks is estimated to be \$126,308. As described above, multiple components involved in the system's development require additional discovery to fully understand the level of effort. The cost outlined below reflects the project's total, considering these components and the maximum allocation of hours specified for each (e.g. Hub site development, development of datasets, etc.). The cost per task is broken up as follows:

	Project Manager	Business Analyst	Solution Architect	Data Analyst	Configuration Specialist	Total Hours Per Task	Total
Rate	\$210	\$162	\$222	\$101	\$100		
Task 1: Project Initiation and Planning	32	3	2	2	1	40	\$7,952
Task 2: Discovery	29	84	51	22	0	186	\$33,242
Task 3: Establishing GIS Layers and ArcGIS Online Content	7	26	53	96	106	288	\$37,744
Task 4: Connection and Communication with Existing Solutions	6	10	85	0	16	117	\$23,350
Task 5: Establish NPDES & MS4 Reporting Solution	12	8	10	20	50	100	\$13,056
Task 6: Training, Go Live, & Post Go-Live Maintenance	6	36	12	8	4	66	\$10,964
Hours Per Resource	192	167	213	148	177		
Total Project Hours						797	
Total Project Cost							\$126,308

Field Data Collection

KCI is prepared to coordinate field data collection, as needed, and as determined based on the Discovery Phase for an additional fee. Field data collection will be performed at \$135/hour, per resource. A minimum of 80 hours is required for these activities. KCI would require a lead time of up to 60 days to perform these activities.

On-Call Maintenance

As described in the approach, KCI is prepared to support the City in the maintenance of their system and with any related technical or non-technical needs after the system has been implemented. The following rate structure describes how support would be provided to the City per resource. The rates are valid for calendar year 2025 and 2026.

On-site rates as based on the assumption that there will be two on-site visits, each with one KCI staff, per year.

	On-Site Support	Remote Support
Project Manager	\$250	\$210
Business Analyst	\$180	\$162

Solution Architect	\$240	\$222
Data Analyst	\$130	\$101
Configurations Specialist	\$115	\$100

All proposed budget costs are guaranteed for 60 days following the date of proposal opening.

UNDERSTANDING AND APPROACH TO THE WORK

It is understood that the City has taken preliminary steps to establish a Geographic Information System (GIS) by procuring an ArcGIS Online subscription and that they are seeking assistance to further develop and implement the system. This proposal outlines a comprehensive approach to support the City in establishing its GIS. KCI will collaborate with the City to implement a GIS leveraging ArcGIS Online as the primary platform and environment – an approach that allows the City to establish its datasets, understand the primary use cases of the system, and establish a user base within the City. Leveraging ArcGIS Online – a Software-as-a-Service (SaaS) solution – allows the City to harness the benefits of GIS while managing minimal, if any, infrastructure. This approach ensures a scalable and well-functioning GIS that can grow alongside the City as it adopts the new system.

Task 1: Project Initiation and Planning

This task will encompass project initiation and project management activities. The project will commence with a virtual Kickoff Meeting aimed at establishing a shared understanding of project goals among stakeholders. KCI will introduce the project team during the call and meet project sponsors, stakeholders, and key staff from the City. During the Kickoff Meeting, we will work to establish communication protocols, schedule expectations, and other project management protocols to confirm the project is effectively executed. KCI will draft meeting minutes at the conclusion of the Kickoff Meeting and provide the meeting minutes to the City for review within three business days.

The kickoff meeting will be followed by the development of a Project Management Plan, which will encompass an executive summary, communication plan, schedule, and Risk, Assumptions, Issues, Dependencies (RAID) log, ensuring clarity in project scope and execution. The RAID log will be updated throughout the project, as needed. Additionally, as part of this, we will collaborate with the City to initiate the onboarding process to establish necessary access to City environments, as needed. It is certainly within the realm of possibility that not all access needs are fully known until Discovery is completed (Task 2).

To maintain open lines of communication and monitor progress throughout the project lifecycle, bi-weekly project management meetings will be conducted and scheduled for a day/time based on the availability of the City stakeholders.

Task 1 Deliverables:

- Project Kickoff
- Kickoff Meeting Minutes
- Project Management Plan
- Bi-weekly Meeting (30 min x 16 meetings)

The project will be structured into six key tasks:



Each task will be executed with careful consideration of stakeholder engagement and project management best practices to ensure successful implementation.

Task 2: Discovery

After project initiation, the project team will begin the Discovery phase. This task will involve comprehensive discovery workshops to gather the requirements for the new system. The information collected during this phase will be critical in determining how the system will be configured and how subsequent tasks will be executed. This phase is imperative to the project's success; KCI will work diligently to ensure a mutual understanding is achieved and that the City's expectations for the system are understood.

Subtask 2.1: Discovery Workshops

KCI will conduct on-site discovery sessions with City stakeholders during a two-day period to be scheduled after project initiation. Two KCI staff will meet in person with City stakeholders and will include, as-needed, technical and subject matter expert (SME) staff in the meetings remotely. The exact delineation and scope of the discovery sessions can be determined during the Kickoff Meeting, but it is anticipated that the following sessions/topics will be held with the City stakeholders in order to solidify the requirements of the system:

- Data + Basemaps Requirements Gathering
- AGOL User Groups / Access Requirements
- CivicPlus and Enterprise Solutions Integration Requirements Gathering
- Public Portal Requirements Gathering
- NPDES and MS4 Reporting Requirements Gathering
- Misc. / TBD Requirements Gathering

Following the discovery sessions, meeting minutes will be drafted and provided to the City for review within five business days.

Task 2.1 Deliverables:

- On-Site Discovery Sessions (six two-hour session)
- Draft Workshop Meeting Minutes (x6)

Subtask 2.2: Requirements Documentation

After gathering requirements, KCI will draft a comprehensive Requirements Document that captures the necessary specifications for the system. The document will outline the requirements for the data layers, the configuration of the ArcGIS Online organization – including user groups, user types, and permissions, the ArcGIS Online content – including published feature services, a basemap app, and a public Hub site, integration with CivicPlus and other systems, and the NPDES and MS4 inspection and reporting requirements. A review meeting will follow to review the document. City stakeholders will then be given time to review and validate what was documented. The final output will be a comprehensive document that captures all agreed-upon requirements.

KCI staff will review and validate data sources to understand the data layers the City desires to establish and any source data that has been made available. Through discovery with the City, the level of effort and feasibility of establishing datasets based on source data will be better understood. This information will be captured in the requirements and will inform how task 3.3 will be performed.

Additionally, as part of this task, KCI will determine the system's hardware specifications based on the City's use cases and provide them to the City in document format.

Task 2.2 Deliverables:

- Draft Requirements Document
- Requirements Review Meeting
- Finalized Requirements Document
- Hardware Specifications Document

Task 3: Establishing GIS Layers and ArcGIS Online Content

Task 3 will establish the ArcGIS Online organization, configure user groups and access, and establish content as per the requirements. This will be the primary development task – where the system will be built out. The task will be executed through multiple subtasks that focus on specific aspects of establishing the City's GIS leveraging ArcGIS Online.

Subtask 3.1: Establish ArcGIS Online Organization

It is understood that the City currently has an ArcGIS Online organization. KCI will review the existing ArcGIS Online configurations and align them with best practices to establish a well-organized platform for GIS data management. KCI will review the user authentication method currently established and help ensure it is aligned with the City's requirements.

Task 3.1 Deliverables:

- Configured ArcGIS Online Organization for the City of Parkville

Subtask 3.2: Set Up User Roles, Groups

KCI will configure access and content management in ArcGIS Online through User Roles and ArcGIS Online Groups. City staff identified during the discovery sessions will be added to the system as users, assigned to a specific role, and added to the appropriate groups. The City will provide a final list of users, designating their roles and groups they should be a part of, prior to the completion of this task. The ArcGIS Online environment will be configured to facilitate effective data sharing and collaboration.

Task 3.2 Deliverables:

- Configured AGOL User Groups
- Configured AGOL User Roles
- City Staff added as Users

Subtask 3.3: Establish Data Layers

KCI will establish the core GIS layers/datasets essential for the City's GIS system. The City has identified the need for various GIS layers to visualize and manage its assets and administrative layers/datasets. These layers include, but may not be limited to, sanitary sewer, storm sewer, planning, zoning, development, roadway, park assets, special districts, special assessments, and tax valuations. Additionally, KCI understands that the City possesses existing data regarding curb and gutter locations, street ratings, and sidewalks. The specific layers to be developed during this task will be finalized in collaboration with the City during the Discovery phase.

The effort to establish the City's core GIS layers will encompass the adoption of existing data schemas where applicable and/or the development of new schemas when necessary. Upon determining the data sources and data schemas, KCI will source and compile the relevant data into ArcGIS Pro documents and databases, preparing it for subsequent publication to ArcGIS Online. KCI will help ensure that the ArcGIS Pro project documents are configured with appropriate data connections, symbology, labeling, and other essential settings to facilitate ongoing data management and republishing as required.

KCI will publish the data as feature services on ArcGIS Online, which will serve as the City's system of record for GIS data. This setup will enable the City to manage and maintain its GIS data seamlessly, whether through a web interface or a desktop environment.

As the specific layers to be developed are to be determined during discovery, KCI will, as part of the proposed fee structure, commit to creating the agreed-upon datasets utilizing both internal and external data sources as required, with a maximum allocation of 80 hours of technical effort.

Additionally, KCI understands that the primary objective of this project is not data compilation but the establishment of GIS datasets that empower the City to maintain and manage its GIS data effectively. Should the establishment of a particular data layer necessitate field data collection, KCI will provide on-site data collection services as needed for an additional fee, based on the rates outlined in the Fee section of this proposal.

Task 3.3 Deliverables:

- Source ArcGIS Pro Document for Managing/Publishing Data
- Datasets Designed, Compiled, and Published to AGOL (approx. 10 datasets, 80 hours)

Subtask 3.4: Configure City Basemap

Once the data layers are established and published to ArcGIS Online, KCI will configure a user-friendly Experience Builder application that allows City staff to visualize and interact with GIS data. Experience Builder is a highly configurable solution that Esri offers within ArcGIS Online to build desktop and mobile apps – providing viewing, analyzing, and editing capabilities. The specific requirements for this application will be solidified during the discovery phase.

As part of the proposed fee structure, KCI will provide up to 40 hours of support to configure an Experience Builder solution for the City. KCI will facilitate the requirements discovery session to best align the effort of this configuration task with the proposed allocated time.

Task 3.4 Deliverables:

- Experience Builder App to View/Interact with City GIS Layers (40 hours)

Subtask 3.5: Establish Data Pipelines/SOP for Update Routines

KCI will establish methods for the City to maintain data coming from internal or external sources. To help ensure data remains current, KCI will create automation tools such as data pipeline services and notebook scripts for updates from sources where applicable. KCI will provide technical documentation and SOPs to effectively use the tools and will provide training on the tools as part of Task 6.

The level of effort to develop these tools will be determined based on the data sources and to-be GIS layers. As part of the proposed fee structure, KCI will provide up to 60 hours to support configuring the data pipelines, update scripts, and SOPs.

Task 3.5 Deliverables:

- Data Pipelines, Scripts, SOPs to Maintain Datasets from Source Data (60 hours)
- Technical Documentation

Subtask 3.6: Establish Reporting Mechanisms and Public Portal

KCI understands the City's need to provide information and data to the public. KCI will configure an ArcGIS Hub site that meets the City's requirements, which will involve testing and validation to ensure functionality. The specifications of the Hub site, information provided on the site, and data available to the public will be determined during the discovery phase.

As part of the proposed fee structure, KCI will provide up to 40 hours to support configuring the Hub site and corresponding content.

Task 3.6 Deliverables:

- City of Parkville ArcGIS Hub Site (40 hours)

Task 4: Connection and Communication with Existing Solutions

This task will focus on integrating GIS solutions with existing City enterprise solutions – CivicPlus and ECODE. KCI will work to establish synchronization of various applications with GIS by configuring out-of-the-box connectors and custom integrations.

Subtask 4.1: Establish and Configure CivicPlus Connectors

In coordination with City stakeholders and their vendor, CivicPlus, KCI will guide the City in procuring the necessary Connectors CivicPlus offers and configure the Connectors to work with the City's newly established GIS.

KCI will configure three out-of-the-box integrations with the CivicPlus solutions which are:

- SeeClickFix connector to leverage request data within the ArcGIS Online environment; i.e. view the SeeClickFix records on a map within ArcGIS Online
- CivicRec connector which leverages a GIS layer that includes citizen information in order to vet residency when a registration request is made
- Community Development (formerly CivicGov) connector which leverages GIS data inside the Community Development platform

KCI assumes the CivicPlus integrations are made via Connectors provided by CivicPlus. The City will, working with the CivicPlus vendor, make these Connectors available to the KCI team.

Task 4.1 Deliverables:

- Configured SeeClickFix Connector to Esri
- Configured CivicRec Connector to Esri
- Configured Community Development Connector to Esri

Subtask 4.2: Custom Integrations (Based on Discovery)

It is understood that custom integrations with existing City solutions will likely be needed to meet the City's needs and use cases. In particular, integration with the City's ECODE solution will not be an out-of-the-box solution. For this reason, KCI is prepared to provide custom integrations between the newly established GIS and existing systems. Based on findings from discovery, we will also develop tailored integrations that address specific user needs.

As part of the proposed fee structure, KCI will provide up to 80 hours of support to develop the custom integrations.

Task 4.2 Deliverables:

- Custom Integrations with Existing Solutions TBD during Discovery (80 hours)

Subtask 4.3: Testing and Documentation

KCI will facilitate User Acceptance Testing (UAT) to help ensure that City staff can effectively validate the system and its integrations. As part of this process, KCI will provide testing guidance during the UAT meeting, outlining how to test the system. The City will conduct internal and asynchronous testing, supported by documentation that will guide them throughout the testing process. Any necessary revisions identified during testing will be addressed during this subtask.

KCI will provide technical documentation for the developed system integrations.

Task 4.3 Deliverables:

- UAT Kickoff Meeting with Testing Documentation
- Integrations Technical Documentation

Task 5: Establish NPDES and MS4 Reporting Solution

Based on the stakeholder requirements meeting for outfall and IDDE-related data collection, management, and reporting, we will support the development of the outfall and IDDE inspection criteria and methodology, tracking solutions, and report generation to support NPDES MS4 compliance reporting. Based on the stakeholder requirements meeting for outfall and IDDE-related data collection, management, and reporting, we will support the development of the outfall and IDDE inspection criteria and methodology, tracking solutions, and report generation to support NPDES MS4 compliance reporting.

Subtask 5.1: Configure Outfall & IDDE Inspection Solution

An often used and proven solution for outfall and IDDE inventory, inspection, and assessment is Esri's AGOL, Field Maps, and Survey123 platform. KCI will stand-up feature and map services through Field Maps (AGOL) to allow for a user-friendly platform to complete an inventory of stormwater features, including BMP outfalls, storm drain outfalls, and IDDE sites/locations. KCI will build out a Survey123 form to be used for inspection and IDDE screening data collection in the field. The functionality will allow the field team to select an outfall or IDDE site and launch a survey form in Survey123 directly from Field Maps. The Survey123 form will simplify data collection and will include dropdown selections, text input, and the option to capture photographs.

KCI will configure an Inspection Dashboard through AGOL to allow for a comprehensive view of inspection data. The dashboard could include a mapping interface where project stakeholders can select a site to view inventory and inspection information/data. Depending on the decision from requirements meetings, querying capabilities can also be incorporated into the dashboard.

KCI will establish and configure a reporting template summarizing the results of the outfall and IDDE inspections. In Addendum 1 of the RFP, the City provided a sample of the MS4 Stormwater Management Program Report. The goal of the template development is to provide resultant data to support answering questions in the MS4 Stormwater Management Program Report. Report template requirements will be determined during requirements meetings.

Upon completion of the data collection and management solution and reporting template, KCI will test the solution and report generation. KCI will provide a walkthrough of the solutions and report output to the City for approval. Upon City review and comments, KCI will complete one iteration update to the report.

KCI will develop a draft inspection procedure/workflow, data management workflow, and report generation standard operating procedure document. KCI will submit the draft to the City for review and approval. Upon City review and comments, KCI will complete one iteration update to the SOPs and submit a final document.

Task 5.1 Deliverables:

- Outfall & IDDE Field Inventory & Inspection Tools
- Outfall & IDDE Inspection Dashboard
- Outfall & IDDE Data Reporting Template
- Outfall & IDDE Inspection SOP

Task 6: Training, Go Live, & Post Go-Live Maintenance

KCI will provide training in preparation for go-live of the system. After go-live, KCI will provide on-call service to the City to assist the City with ongoing data and system maintenance.

Subtask 6.1: Training & Go-Live

After the development of the system, KCI will facilitate both on-site and virtual training sessions for City staff. KCI will create training guides that will serve as a foundation for these training sessions. The guides will provide overarching guidance for maintaining the data and system. One staff person from the KCI team will provide a total of eight hours of on-site training. The

training sessions will be determined and scheduled based on details of the system's implementation and can span up to two consecutive days in order to provide flexibility and ensure necessary trainees are available for the sessions. The specific details of this training will be determined in collaboration with the City and based on the implementation of the system. Additionally, KCI will facilitate four one-hour virtual training sessions as needed.

At the conclusion of training, KCI will provide guidance on procedures and messaging to support the City's go-live of the system.

Task 6.1 Deliverables:

- Draft Training Guides
- On-Site Training Session (8 hours)
- Virtual Training Sessions (1 hour sessions x4)
- Go-Live Support

Subtask 6.2: Year 1 Maintenance

KCI will provide on-call support throughout 2025, ensuring City staff can access assistance.

The city can receive both on-site and remote support. Rates for on-call support are provided in the fee section of this proposal.

Task 6.2 Deliverables:

- On-Call Support for 2025, to be used at the discretion of City

Subtask 6.3: Year 2 Maintenance

KCI will provide on-call support throughout 2026, ensuring City staff can access assistance.

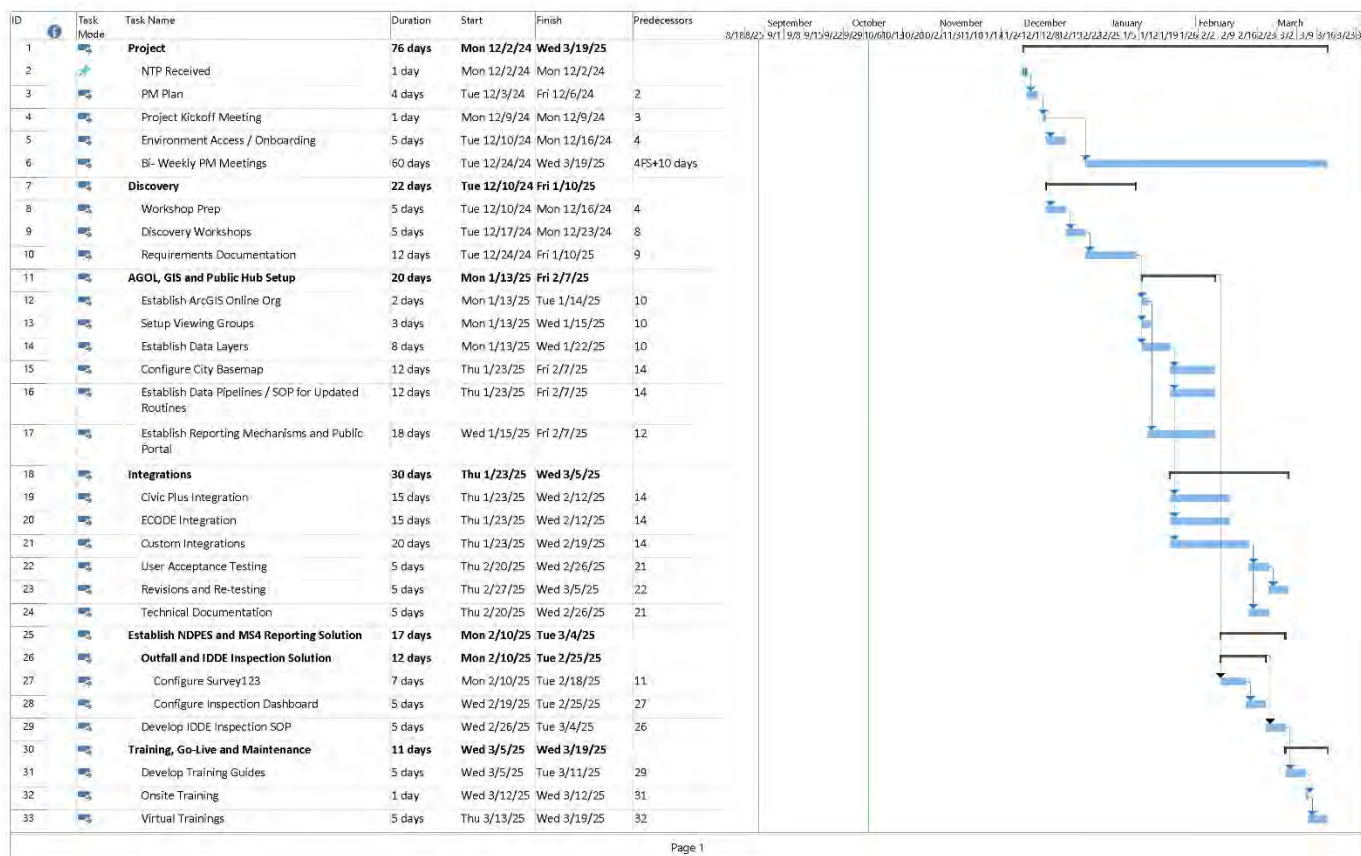
The city can receive both on-site and remote support. Rates for on-call support are provided in the fee section of this proposal.

Task 6.3 Deliverables:

- On-Call Support for 2026, to be used at the discretion of City

SCHEDULE

KCI is prepared to implement the solution and complete training by Wednesday, March 15, 2025, providing the City a contingency of seven business days before the desired date of March 28, 2025. This assumes a start date of December 2, 2024, and that no unforeseen requirements are uncovered during the Discovery phase that would require additional time to implement.



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DISCLOSURE

KCI has no professional or personal financial interest which could be a possible conflict of interest in contracting with the City. KCI's three-year open litigation related to professional liability matters is included below. Some of these open civil actions stem from third parties; others were brought by the project owner regarding performance concerns. KCI promptly addresses any unresolved disputes or allegations that do not move into litigation. To the firm's knowledge, there are no criminal actions pending against it or any of its key personnel related to contracting.

UC Athletic, LLC v. McMillan Pazdan Smith, LLC / KCI Associates of North Carolina, P.A.

Case No: 2021-CP-46-02683

Jurisdiction: State of South Carolina, County of York

Opened: September 2022

Closed: Ongoing

Plaintiff is a developer who hired the architect, McMillan Pazdan Smith who contracted with KCI for certain structural design services. UCA alleges a breach of duty of care and implied warranty against KCI.

Novanetto, LLC dba Prose Nails Riverwalk / Dolores Novak / Andrea Fascinetto v. R Jordan Design Group, LLC dba The Jordan Group / KCI Technologies, Inc. / Jack Laurence Corporation

Case No: 2023CI21293

Jurisdiction: 57th District Court, Bexar County, Texas

Opened: October 2023

Closed: Ongoing

Plaintiff is a tenant of a building and hired an interior design firm for the design of the leased space where a nail salon was to be located. The interior design firm subcontracted with KCI for certain mechanical engineering and design services. Plaintiff alleges negligence in the provision of mechanical engineering duties.

Estate of Widmann, Jr. and David J. Widmann, Sr. v. Rondell Bradley / PennDOT / Bristol Township / URS Corporation / AECOM Technical Services, Inc. / KCI Technologies, Inc.

Case No: 2022-05562

Jurisdiction: Court of Common Pleas of Buck County, Pennsylvania

Opened: December 2023

Closed: Ongoing

This litigation involves a 2022 motorcycle accident on Bristol Pike in Bristol, PA. The accident occurred when the driver of an SUV turned left over double solid yellow lines and contrary to posted no-left turn signs and struck the motorcycle traveling toward him. Bristol Pike underwent reconstruction in the vicinity of the accident between 2013 and 2016, and KCI was a subconsultant to URS Corporation (now AECOM) as part of the design of that project.

Matthew P. Pinckney v. Tommy W. Welch dba Tommy Welch Livestock / Tommy Bradley Welch dba TBW Cattle / Cary A. Fields / South Carolina Department of Transportation / Blythe Construction, Inc. / Zachry Construction Corporation / Blythe Construction Inc. - Zachry Construction Corporation, a Joint Venture / KCI Technologies, Inc. / Infrastructure, Consulting & Engineering, PLLC / Johnson, Mirmiran and Thompson, Inc.

Case No: 2023-CP-11-00031

Jurisdiction: State of South Carolina, Court of Common Pleas for the Seventh Judicial Circuit

Opened: February 2024

Closed: Ongoing

The litigation is based on a car crash that occurred on March 3, 2021, whereby Plaintiff was stopped in traffic and struck from behind by a tractor trailer within the construction zone of the I-85 widening project. KCI was performing inspection services under a contract with the South Carolina Department of Transportation.

COMPLIANCE WITH PROFESSIONAL SERVICES AGREEMENT

KCI will comply with the City's standard Professional Services Agreement terms, provided as "Attachment A" to this Request for Proposals.



CITY OF PARKVILLE

Policy Report

Date: November 22, 2024

Prepared By:

Melissa McChesney, City Clerk

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve the first reading of Bill No. 3308, an ordinance to amend various sections of Parkville Municipal Code Chapter 105 regarding start time for regular Board of Aldermen meetings, effective January 1, 2025 (Administration)

BACKGROUND:

The Board of Aldermen desires to change the start time of the regular Board of Aldermen meetings to 6 p.m. The existing Parkville Municipal Code includes current meeting information and needs to be updated, which requires an ordinance.

STRATEGIC GOAL(S):

- Operational Excellence

BUDGET IMPACT:

The only impact to the budget is the cost of codification to update the Parkville Municipal Code.

ALTERNATIVES:

1. Approve the first reading of an ordinance to change the start time for the regular Board of Aldermen meetings to 6:00 p.m.
2. Approve the first reading of an ordinance, subject to changes.
3. Approve the first and second reading of an ordinance to change the start time for regular Board of Aldermen meetings to 6:00 p.m.
4. Do not approve the item.
5. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

STAFF RECOMMENDATION:

Staff recommends approving an ordinance to change the start time of regular Board of Aldermen meetings to 6:00 p.m.

POLICY:

The Board of Aldermen must approve all changes to the City's Municipal Code by ordinance.

SUGGESTED MOTION:

I move to approve Bill No. 3308, an ordinance amending Section 105.040, Subsection A; 105.050 and 105.090 changing the start time of regular meetings of the Board of Aldermen, on first reading and postpone the second reading to December 17, 2024.

ATTACHMENTS:

1. Ordinance

BILL NO. ____

ORDINANCE NO. ____

AN ORDINANCE AMENDING SECTIONS 105.040.A, 105.050 and 105.090 OF THE CODE OF ORDINANCES OF THE CITY OF PARKVILLE, MISSOURI CHANGING THE START TIME OF REGULAR MEETINGS OF THE BOARD OF ALDERMEN

WHEREAS, Sections 105.040, Subsection A, 105.050 and 105.090 of the Parkville Municipal Code ("City Code") states that the regular meetings of the Board of Aldermen shall begin at 7:00 p.m.; and

WHEREAS, the Board of Aldermen desires to change the start time of regular meetings to 6:00 p.m.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, as follows:

SECTION 1. That Section 105.040, Subsection A is hereby amended to read as follows:

- A. The appointed times for regular Board of Aldermen meetings shall be the first and third Tuesdays of every month at the discretion of the Board of Aldermen, typically at 6:00 p.m.

SECTION 2. That Section 105.050 is hereby amended to read as follows:

On the third Tuesday of April of each year, the Board of Aldermen shall meet at the time set forth in Section 150.040 in the City Hall for the purpose of canvassing the votes cast at the City election on the first Tuesday after the first Monday in April and determine and declare the results of such election; and at the same meeting the Board of Aldermen shall direct the City Clerk to issue a certificate of election to each person declared by said Board to be elected to any office of the City, and provide for the installation of the Mayor (if a Mayor shall have been elected at such election) and Aldermen elected, and for the conduct of such other business as may properly come before said meeting. Thereafter, on the same evening, the Mayor elect, if a Mayor has been elected at the preceding election, and the Aldermen shall be installed as officers of the City, and the new Board shall proceed to organize and transact any business that may properly come before it.

SECTION 3. That Section 105.090 is hereby amended to read as follows:

Every regular or special meeting of the Board of Aldermen shall be held at the City Hall in the City of Parkville and shall open at the discretion of the Board of Aldermen, typically at 6:00 P.M., unless a different hour shall be specified by rule or resolution of the Board.

SECTION 4. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause, or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, that decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance, but they shall remain in effect.

SECTION 5. This Ordinance shall be in full force and effect on January 1, 2025.

PASSED and APPROVED this 17th day of December 2024.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney

CITY OF PARKVILLE

Policy Report

Date: November 20, 2024

Prepared By:

Brad Stanton, Planner

Reviewed By:

Stephen Lachky, Community Development
Director

ISSUE:

Approve the first reading of Bill No. 3309, an ordinance to rezone one parcel on 17.36 acres, more or less, for Creekside Industrial Complex from Platte County "RE" Rural Estate to City of Parkville "I-2" Light Industrial District - Case No. PZ 2024-27; Parkville Industrial, LLC, applicant (Community Development)

BACKGROUND:

The applicant (Parkville Industrial, LLC) proposes rezoning the subject property, Platte County parcel #20-4.0-18-000-000-011.000 (17.36 acres, more or less) from Platte County "RE" Rural Estate to City of Parkville "I-2-P" Planned Light Industrial District in conjunction with the preliminary development plan for Creekside Industrial Complex. This project is bounded by the existing Creekside Ballfields to the west, an existing single-family residence to the south, and a regional sewer lift station and Interstate 435 to the east. Per the City of Parkville's Development Code, a property maintaining a Platte County zoning designation must be rezoned to a City of Parkville zoning district prior to development. The subject property is currently unplatted and undeveloped.

STRATEGIC GOAL(S):

- Quality Development

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Approve the first reading of the ordinance to rezone one parcel.
2. Approve the first reading of the ordinance, subject to changes directed by the Board of Aldermen.
3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

On November 12, 2024, the Planning and Zoning Commission held a public hearing to consider the application for zoning map amendment. The adjacent residential property owners, Daniel and Sarah

Myers, and their legal counsel, Bill Quitmeier, spoke in opposition to the application citing concerns including: inadequate transportation planning, impacts on the health, safety, and welfare for the surrounding area, incompatibility with the surrounding land uses, and property values. Applicant Brian Mertz noted that the proposed light industrial use would represent the best use for the property, as the traffic infrastructure could not support a commercial use. After discussion, the Planning and Zoning Commission forwarded a split-decision with a vote of 4-4.

STAFF RECOMMENDATION:

After review of the application against the requirements of the Municipal Code and the recommendations of the adopted *Parkville 2040 Master Plan* and its Future Land Use Map, staff recommends approval of the application for zoning map amendment.

POLICY:

Per Parkville Municipal Code, Title IV, Table 403-1, a public hearing is required (distinguished from a public meeting generally open to the public) to consider Zoning Map Amendment applications by the Planning and Zoning Commission review body, with the Board of Aldermen as the “decision making authority” for such applications following review and recommending authority by the Planning and Zoning Commission.

Per RSMo. 89.050 and Parkville Municipal Code Section 403.030, the Board of Aldermen shall not consider a request prior to the lapse of the 15 day protest period. Per Parkville Municipal Code Section 403.030, Subsection C, if a written protest against a proposed zoning change is filed in the office of the City Clerk within 15 days of the date of the conclusion of the Planning Commission public hearing, signed by the owners of record of 30 percent or more of any real property proposed to be rezoned, or by the owners of record of 30 percent or more of the total area required to be notified by this Code of the proposed rezoning of a specific property (excluding streets and public ways), the ordinance adopting such amendment shall not be passed except by at least a 2/3 vote of all of the members of the Board of Aldermen. Without a valid protest petition, the proposed rezoning may be approved by a simple majority of five votes.

The Board of Aldermen must approve two readings of the ordinance to become effective. Rule 5, Agendas, of the Board’s adopted Rules of Order, states “The first reading of an ordinance will be read on the action agenda and the second and final reading will be read the next subsequent meeting on the consent agenda, unless the item is a time-sensitive matter in which it may be approved during the same meeting.”

SUGGESTED MOTION:

I move to approve Bill No. 3309, an ordinance rezoning one parcel on 17.36 acres, more or less, for Creekside Industrial Complex from Platte County "RE" Rural Estate to City of Parkville "I-2" Light Industrial District, on first reading and postpone the second reading to December 17, 2024.

ATTACHMENTS:

1. Ordinance
2. Application
3. PACE Letter of Support
4. Staff Report

AN ORDINANCE TO REZONE ONE (1) PARCEL ON 17.36 ACRES, MORE OR LESS, FOR CREEKSIDE INDUSTRIAL COMPLEX FROM PLATTE COUNTY “RE” RURAL ESTATE TO CITY OF PARKVILLE “I-2” LIGHT INDUSTRIAL DISTRICT

WHEREAS, the applicant (Parkville Industrial, LLC) proposed to rezone one (1) parcel for Creekside Industrial Complex from Platte County “RE” Rural Estate to City of Parkville “I-2” Light Industrial District via an application for zoning map amendment (Case No. PZ2024-27); and

WHEREAS, the subject property is generally located to the west of Interstate 435 and east of the existing Creekside Ballfields, and is legally described in Exhibit A, attached hereto and incorporated herein by reference; and

WHEREAS, notice of a public hearing to be held before the Planning and Zoning Commission was published, mailed and posted in accordance with Parkville Municipal Code Title IV, Section 403.010; and

WHEREAS, all property owners within 185 feet of the subject property parcels were given proper notice and allowed their right to protest said rezoning; and

WHEREAS, City staff reviewed the application according to Parkville Municipal Code Title IV, Section 403.030 and determined their findings and conclusions; and

WHEREAS, on November 12, 2024, the Planning and Zoning Commission held a public hearing to consider the application for Zoning Map Amendment and forwarded a split decision on approval of the zoning map amendment, subject to conditions, by a vote of 4-4; and

WHEREAS, the Board of Aldermen reviewed and considered staff’s conclusions, the information provided to the Planning and Zoning Commission, the Planning and Zoning Commission’s recommendation and information presented to the Board of Aldermen, and desires to approve the application.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1. The application for zoning map amendment submitted by Parkville Industrial, LLC,(Case No. PZ2024-27) for the Creekside Industrial Complex to rezone certain land generally located to the west of Interstate 435 and east of the existing Creekside Ballfields, from County “RE” Rural Estate to City of Parkville “I-2” Light Industrial District, as depicted in Exhibit A, is hereby approved.

SECTION 2. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 14th day of December 2024.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney



Application #: _____
Date Submitted: _____
Public Hearing: _____
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Zoning Map Amendment

Pre-application meeting required per Parkville Municipal Code Title IV, Section 403.010, Subsection C

1. Applicant / Contact Information

Applicant(s)

Name: Parkville Industrial LLC
Address: 607 NW John Anders Road
City, State: Kansas City, MO 64152
Phone: (816) 616-9016 Fax: _____
E-mail: pmertz1@kc.rr.com

Engineer/Surveyor(s) preparing legal description

Name: Renaissance Infrastructure Consulting
Address: 5015 NW Canal St. Suite 100
City, State: Riverside, MO 64150
Phone: (816) 800-0950 Fax: _____
E-mail: pcassidy@ric-consult.com

Owner(s), if different from applicant(s)

Name: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Contact Person, if different from applicant(s)

Name: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that rezoning in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) _____ Date: 9/30/24

Property Owner's Signature (Required) _____ Date: 9/30/24

2. Property Information

Legal description: Attach a separate sheet with complete writing and graphical legal description of the subject property.

Property address / general location:

See attached description. Generally located west of I-435 S and east of 15900 NW MO 45 HWY.

Parcel ID Number: 20-4.0-18-000-000-010.005

Present zoning: County Zoning

Proposed zoning: l2

Present use of the property:

Vacant, some agricultural, unoccupied single family house.

Length of use:

Unknown.

Last modified July 2023

3. Neighboring land uses and zoning

Describe the existing land use and zoning on the surrounding properties:

Existing Land UseExisting Zoning

North: Vacant

North: County Zoning

South: DOT R/W, (1) Single Family Home

South: County Zoning

East: DOT R/W

East: DOT R/W

West: Creekside Ballfields

West: BP2

Attach a narrative addressing:

1. How the application is consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan. In particular, the relationship of land uses within the proposed district and the relationship with uses existing or anticipated in surrounding districts.
2. The character of the neighborhood, including design of the streets, civic spaces and other open spaces; the scale, pattern and design of buildings; the zoning of property and compatibility of potential future uses; and the operation and uses of land and buildings.
3. How the application furthers the intent of the proposed zoning district and supports that of any abutting zoning districts, in particular, the building form, site design, and other development patterns and urban design aspects of the proposed project in furthering the intent.
4. Compliance of any proposed development with the requirements of the development code, and the intent or design objectives associated with any specific standards.
5. The ability of the City or other government agencies to provide any services, facilities or programs that might be required if the application were approved.
6. The effect of approval on the condition or value of property in the city or in the vicinity, including the likelihood of surrounding areas to be developed in accordance with the Master Plan.
7. The consistency of the application with other adopted policies of the City, including any other relevant implications of the change beyond any specific proposed project.
8. The recommendations of professional staff or other technical reviews associated with the application.

4. Checklist of required submittals

- ☐ Completed application, including all required details and supporting data.
- ☐ Nonrefundable application fee of \$500.00. Applicant will be billed to recover costs for required publication, posted and mailed notice per Parkville Municipal Code, Title IV, Section 403.010, Subsection E.
- ☐ Complete written and graphical legal description of subject property in paper and electronic formats, an area map showing the subject property and surrounding major features including roads.
- ☐ If the proposed rezoning is for a Master Planned Development (i.e., "planned" district) such as a "B-4-P" Planned Business District, a complete site plan/development plan is required per Parkville Municipal Code, Title IV.
- ☐ Notarized affidavit of ownership and authorized signature of the applicant and owner of record of the property.

For City Use OnlyApplication accepted as complete by: _____
Name/Title _____ Date _____

Application Fee (26.0000): \$ _____

By: ☐ Check # _____ ☐ MO# _____

Date Paid: _____

☐ Credit Card _____ ☐ Cash _____

Payment by: _____

Received by: _____

Final reimbursable costs paid (if applicable). _____ Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Last modified July 2023

Ed Linnebur
Executive Director
Parkville Area Chamber and EDC
8880 Clark Avenue
Parkville, MO 64152
November 25, 2024

City of Parkville
8880 Clark Avenue
Parkville, MO 64152

Dear Members of the City Mayor and Aldermen,

I am writing on behalf of Parkville Area Chamber and EDC to express our support for the proposed light industrial development, a project that is fully aligned with the vision of Parkville's 2040 Master Plan. This development not only meets the city's long-term planning goals but also serves as a strategic investment that provides immediate and lasting benefits to our community.

As an integral part of the 2040 Master Plan, this site has been zoned specifically for light industrial use, reinforcing the city's commitment to a diverse and resilient tax base. This project's strategic location along a major highway offers exceptional accessibility while maintaining harmony with our residential areas. Importantly, light industrial development creates significantly less traffic compared to residential or retail projects, preserving our community's quality of life by reducing congestion and minimizing impact on local roads.

Additionally, this development will establish a buffer between our community and the highway, protecting neighborhoods from exposure to traffic and noise. By setting the tone for future development in Parkville's northern corridor, this project will also support the city's vision of interconnected growth, with a planned roadway linking this site to underdeveloped areas and encouraging further sustainable development.

With Parkville's recent growth rate above the regional average, this project presents a valuable opportunity to expand community amenities, support local employment, and provide a balanced economic foundation for continued growth. We respectfully request that the City Council endorse this project as an essential step toward achieving the city's 2040 goals and fostering a vibrant, sustainable future for Parkville.

Thank you for your consideration. We look forward to contributing to Parkville's continued success and stand ready to provide any additional information that may assist in your decision.

Sincerely,
Ed Linnebur
Executive Director
Parkville Area Chamber and EDC



Staff Analysis

<u>Agenda Item:</u>	5.A; 5.B
<u>Proposal:</u>	Application for Zoning Map Amendment and an Application for Preliminary Development Plan for Creekside Industrial Complex, a planned industrial development consisting of five lots and three tracts on 17.36 acres, more or less, generally located to the east of the Creekside Ballfields and to the west of Interstate 435 in Parkville, MO 64152.
<u>Staff Recommendation:</u>	Approval
<u>Case No:</u>	PZ 2024-27; PZ 2024-28
<u>Applicant and Owners:</u>	Brian Mertz, Parkville Industrial, LLC
<u>Location:</u>	Generally located east of Creekside Ballfields and west of Interstate 435
<u>Zoning:</u>	Existing: Platte County "RE" Rural Estate Proposed: "I-2-P" Planned Light Industrial
<u>Parcel #s:</u>	Platte County parcel # 20-4.0-18-000-000-011.000 (17.36 acres, more or less)
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Zoning Map Amendment (Case No. PZ 2024-27) C. Application for Preliminary Development Plan (Case No. PZ 2024-28) D. Subject Area Property Map E. Creekside Industrial Complex – Preliminary Development Plans (prepared by Renaissance Infrastructure Consulting; dated October 4, 2024, revised November 8, 2024) F. Notice of Public Hearing placed on the subject property G. Additional exhibits as may be presented at the public hearing
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (https://www.ecode360.com/PA3395-DIV-05) 1. Section 403.030 Zoning Map Amendment 2. Section 403.040 Master Planned Development 3. Section 405.010 Zoning Districts Established 4. Section 405.020 Districts & Uses 5. Section 405.030 Standards Applicable to All Districts B. Parkville Master Plan (http://parkvillemo.gov/departments/community-development-department/master-plan/)

- C. Notice of Public Hearing mailed certified mail to owners within 185 ft. of the subject property
- D. Hearing notice published in The Platte County Landmark newspaper on October 23, 2024
- E. Hearing notice published on the Parkville City webpage (<http://parkvillemo.gov/government/public-hearings/>)
- F. PRELIMINARY MACRO-STORMWATER DRAINAGE STUDY (prepared by Renaissance Infrastructure Consulting; dated October 4, 2024)

Comments

Received:

The Community Development Department has received no public comments as of the drafting of this staff report.

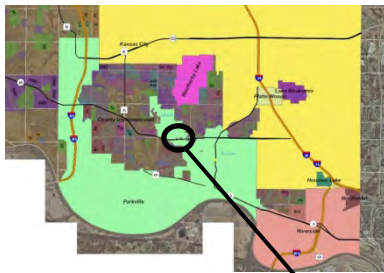
Overview

The applications propose rezoning and re-platting the subject property to accommodate Creekside Industrial Complex, a planned industrial development consisting of five lots for industrial buildings and three tracts. The development includes internal circulation, private drives, and parking. The applicant proposes upgrading the existing private drive to City street standards and establishing a new public road that would extend from 45 Highway to the northern limits of the subject property.

The applicant proposes rezoning the subject property, Platte County parcel #20-4.0-18-000-000-011.000 (17.36 acres, more or less) from Platte County "RE" Rural Estate to City of Parkville "I-2-P" Planned Light Industrial District in conjunction with the preliminary development plan for Creekside Industrial Complex. Per the City of Parkville's Development Code, a property maintaining a Platte County zoning designation must be rezoned to a City of Parkville zoning district prior to development. The subject property is currently unplatted and undeveloped.

This project is bounded by the existing Creekside Ballfields to the west, an existing single-family residence to the south, and a regional sewer lift station and Interstate 435 to the east.

These applications have been reviewed against the City of Parkville's Development Code, including the applicable general requirements in Table 403-1, Section 403.010, Section 403.030, Section 403.040, and Section 403.050. Per these requirements, notice of the public hearing has been published in a newspaper in general circulation in the City, The Platte County Lankdmark newspaper on October 23, 2024; a sign announcing the time, place and nature of the public hearing was placed on the subject property within view from public right of way; and mailed notice via certified mail was provided to all property owners within 185 ft. of the subject properties.



Legend



Subject property parcel proposed for rezoning and preliminary development plan area



Subject Area Property Map

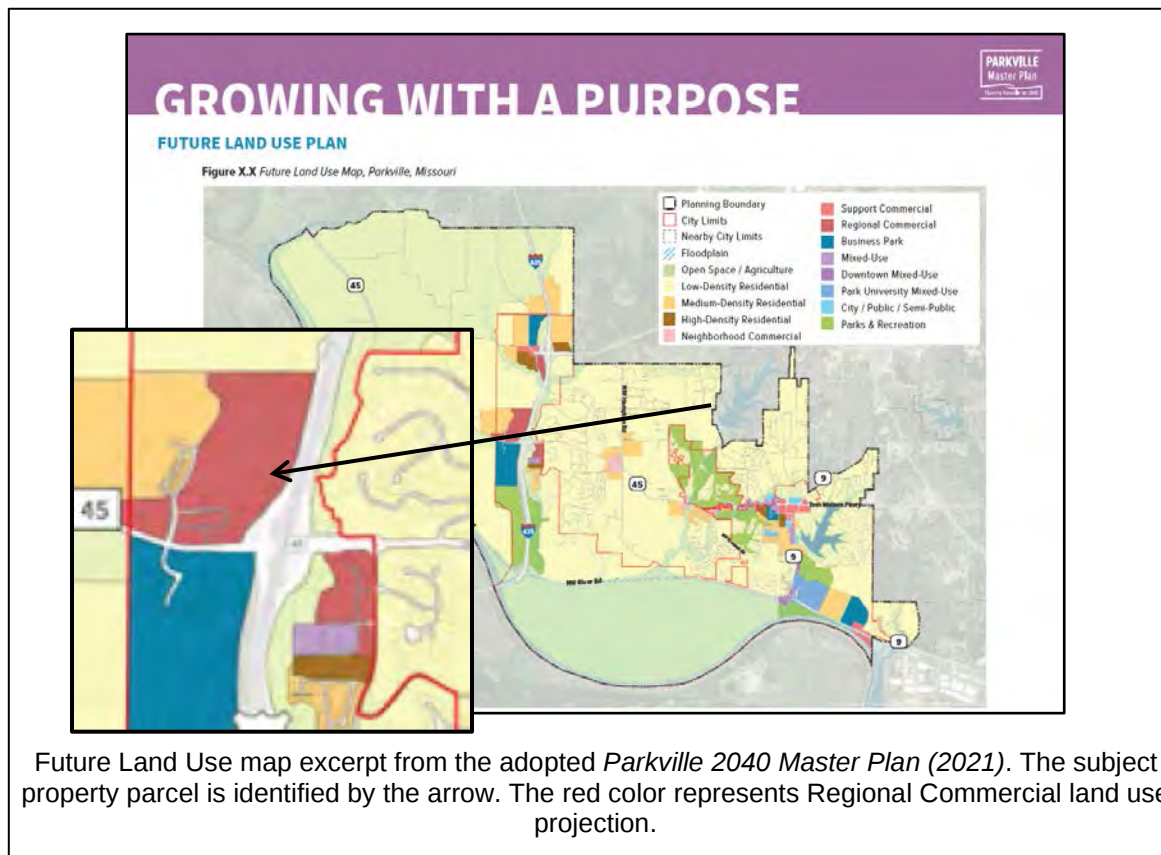
Review and Analysis

Zoning Map Amendment (Case No. PZ24-27)

The applications have been reviewed against the Parkville Municipal Code, including the applicable “I-2-P” zoning district regulations, the adopted *Parkville 2040 Master Plan (2021)* and its Future Land Use Map. Parkville Municipal Code, Section 403.030, Subsection B. provides review criteria for how the Planning and Zoning Commission shall determine if a zoning map amendment is appropriate. The following are staff’s findings and conclusions.

- 1. The application is consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan, and in particular the relationship of land uses within the proposed district and relationship with uses existing or anticipated in surrounding districts.**

The *Parkville 2040 Master Plan (2021)* projects a Regional Commercial land use for the subject property. This use is primarily comprised of large-scale, auto-oriented uses.



The proposed industrial park land use is similar in character to the uses on the southwest corner of the intersection of I-435 and 45 Highway.

- 2. The character of the neighborhood, including the design of streets, civic spaces and other open spaces; the scale, pattern and design of buildings; the zoning of property and compatibility of potential future uses; and the operation and uses of land and buildings.**

The subject property is located between the existing Creekside Ballfields to the west and I-435 to the east. There is substantial grade separation and existing vegetation between the subject property and those existing features. There is an existing single-family residence immediately to the south of the project. Staff has communicated the need for construction to be aware of this sensitive use. Additionally, an existing City of Parkville/Platte County Regional Sewer District sewer lift station is located to the southeast corner of the subject property.

3. The application furthers the intent of the proposed zoning district and supports that of any abutting zoning districts, and in particular the building form, site design, and other development patterns and urban design aspects of the proposed project in furthering the intent.

In conjunction with the proposed preliminary development plan (Case No. PZ 2024-28), the application for zoning map amendment furthers the intent of the I-2 Light Industrial District. The I-2 Light Industrial District provides manufacturing, service and business uses relatively free from noise, dust, and odor within buildings and on well-landscaped sites. This district should be used to provide employment and manufacturing uses that will not have significant impact on adjacent uses.

4. Compliance of any proposed development with the requirements of the development code, and the intent or design objectives associated with any specific standards.

The application for zoning map amendment is proposed in conjunction with preliminary development plans (Case No. PZ 2024-28).

5. The ability of the City or other government agencies to provide any services, facilities or programs that might be required if the application were approved.

The proposed rezoning does not appear to significantly impact the ability for the City or other governmental agencies to respond with public and emergency services; this includes police, fire and the ability to maintain the peace.

6. The effect of approval on the condition or value of property in the city or in the vicinity including the likelihood of surrounding areas to be developed in accordance with the Master Plan.

Approval of the zoning map amendment would substantially increase the value of the subject property parcels, as the parcels would be rezoned to a City of Parkville district and be permitted for the variety of industrial uses allowed by the City's Title IV – Development Code. In turn, the rezoning would increase taxable assessments on the subject property once developed to the extent of the associated preliminary development plans.

7. The consistency of the application with other adopted policies of the City, including any other relevant implications of the change beyond any specific proposed project.

The application has been reviewed against the Parkville Municipal Code, including the applicable "I-2-P" zoning district regulations; as well as the adopted *Parkville 2040 Master Plan (2021)* and its Future Land Use Map. The associated preliminary development plan (Case No. PZ 2021-14) is considered a master planned development and can consider relevant impacts to the proposed project.

8. The recommendations of professional staff or other technical reviews associated with the application.

Staff recommends approval of the application for Zoning Map Amendment.

Preliminary Development Plan (Case No. PZ24-28)

The master planned development process is intended for development concepts that require a higher degree of specific planning based on the complexity of the project, the relationship of the site to the context, and the ability to meet or exceed the purpose, intent and objectives of the Development Code through more flexible application of the standards. This preliminary development plan application is the first of two steps through the process which generally looks at: *Public Realm Plan* (e.g., location, streets/circulation, and stormwater management), *Development Plan* (e.g., building types/scales, building design), *Existing Conditions* (e.g., infrastructure, utilities, and vegetation), *Public Input Summary* (e.g., previously adopted plans), *Phasing or Implementation*, and an *Illustrative Plan* (applicable renderings).

Parkville Municipal Code, Section 403.040, Subsection C. provides criteria for how the Planning and Zoning Commission shall determine if a preliminary development plan is appropriate. The following are staff's findings and conclusions for the preliminary development plans (Case No. PZ 2024-28).

1. The plan represents an improvement over what could have been accomplished through strict application of otherwise applicable base zoning district standards, based on the goals of the Master Plan, and based upon generally accepted planning and design practice.

Due to the size, scale and complexity of the project, a master planned development represents an improvement to a traditional major site plan development, and can better meet the goals of the adopted *Parkville 2040 Master Plan (2021)*. The preliminary development plans allows the intentional subdivision of property and placement of public streets and private access drive to support a phased approach for construction of the lots for light industrial uses.

2. The benefits from any flexibility in the standards proposed in the plan promote the general public health, safety and welfare of the community, and in particular of the areas immediately near or within the proposed project, and are not strictly to benefit the applicant or a single project.

An advantage of having a master planned development for the subject property is that public health, safety and welfare can be addressed through the site planning process; specifically building location/orientation, landscaping/buffering, lighting, circulation/access, and stormwater management.

3. The benefits from any flexibility in the standards proposed in the plan allow the project to better meet or exceed the intent statements of the base zoning district(s) and the standards proposed to be modified when applied to the specific project or site.

The Master Planned Development process allows for a holistic review of the property which is specifically beneficial for light industrial uses, to ensure that impacts on surrounding properties are minimized.

4. The plan reflects generally accepted and sound planning and urban design principles with respect to applying the Master Plan and any specific plans to the area.

The *Parkville 2040 Master Plan (2021)* projects a Regional Commercial future land use for the subject property. The light industrial land use meets this projection due to the large scale and auto-oriented nature.

5. The plan meets all of the review criteria for a zoning map amendment.

The preliminary development plan is proposed in conjunction with an application for zoning map amendment (Case No. PZ 2024-27) to rezone the subject property from its current Platte County “RE” Rural Estate zoning designation to City of Parkville “I-2-P” Light Industrial District zoning designations.

Staff Conclusions and Recommendations

Zoning Map Amendment (Case No. PZ24-27)

Staff concludes that, with the exceptions noted above: The proposed “I-2-P” district can be consistent with the future land use projections of the *Parkville 2040 Master Plan (2021)*, is appropriate and compatible to the character of the existing surrounding neighborhoods. The application for zoning map amendment complies with the requirements of the Title IV – Development Code as shown in the accompanying Creekside Industrial Complex preliminary development plan (Case No. PZ 2024-27); does not appear to significantly impact the ability for the City or governmental agencies to respond with public and emergency services (including police, fire and the ability to maintain the peace); would substantially increase the value of the subject property parcels if developed to the extent of the associated preliminary development plan.

Preliminary Development Plan (Case No. PZ24-28)

Staff concludes that, with the exceptions noted above: The proposed preliminary development plan accomplishes the goals of the *Parkville 2040 Master Plan (2021)* through a master planned approach vs. piece meal development; reflects generally accepted and sound planning and urban design principles with respect to applying the adopted *Parkville 2040 Master Plan (2021)*; meets all review criteria for a zoning map amendment; and meets the City's applicable subdivision regulations and standards, site and landscape design standards, access and parking, sign standards, and minimum standards thereof.

Following review, staff recommends approval of the Application for Zoning Map Amendment (Case No. PZ 2024-27) and Application for Preliminary Development Plan (Case No. PZ 2024-28). Staff bases this decision on the merits of the application and the findings and conclusions in the report, subject to the following conditions:

Preliminary Development Plan

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
2. The subject property be platted via an Application for Subdivision – Final Plat — prior to construction permits being issued.
3. The applicant address comments/findings from the City's independent review (performed by VSM Engineering, LLC) of the submitted stormwater drainage study.
4. Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the

public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Zoning Map Amendment and Application for Preliminary Development Plan, supporting information, associated exhibits, factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning and Zoning Commission's action will be forwarded to the Board of Aldermen on December 3, 2024 for first action.

End of Memorandum



Brad Stanton, AICP
Planner

11-08-2024
Date

**CITY OF PARKVILLE
Policy Report**

Date: November 20, 2024

Prepared By:

Brad Stanton, Planner

Reviewed By:

Stephen Lachky, Community Development
Director

ISSUE:

Approve the first reading of Bill No. 3310, an ordinance to approve a preliminary development plan for Creekside Industrial Complex - Case No. PZ 2024-28; Parkville Industrial, LLC, applicant (Community Development)

BACKGROUND:

The applicant (Parkville Industrial, LLC) proposes a preliminary development plan for Creekside Industrial Complex, a planned development consisting of five lots for light industrial buildings and three tracts of private open space on 17.36 acres, more or less. The development includes internal circulation, private drives, and parking. The applicant proposes to upgrade the existing private drive to City street standards and establishing a new public road that would extend from 45 Highway to the northern limits of the subject property.

STRATEGIC GOAL(S):

- Quality Development

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Approve the item.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

On November 12, 2024, the Planning and Zoning Commission held a public hearing to consider the application for preliminary development plan. The adjacent residential property owners, Daniel and Sarah Myers, and their legal counsel, Bill Quitmeier, spoke in opposition to the application citing concerns including: inadequate transportation planning, impacts on the health, safety, and welfare for the surrounding area, incompatibility with the surrounding land uses, and property values. Applicant Brian Mertz noted that the proposed light industrial use would represent the best use for the property,

as the traffic infrastructure could not support a commercial use. After discussion, the Planning and Zoning Commission forwarded a split-decision with a vote of 4-4.

STAFF RECOMMENDATION:

Staff recommends approval of the application for preliminary development plan, subject to the following conditions:

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
2. The subject property be platted via an Application for Subdivision – Final Plat — prior to construction permits being issued.
3. The applicant address comments/findings from the City’s independent review (performed by VSM Engineering, LLC) of the submitted stormwater drainage study.

POLICY:

Per Parkville Municipal Code, Title IV, Table 403-1, a public hearing is required (distinguished from a public meeting generally open to the public) to consider Preliminary Development Plan applications by the Planning and Zoning Commission review body, with the Board of Aldermen as the “decision making authority” for such applications following review and recommending authority by the Planning and Zoning Commission.

The Board of Aldermen must approve two readings of the ordinance to become effective. Rule 5, Agendas, of the Board’s adopted Rules of Order, states “The first reading of an ordinance will be read on the action agenda and the second and final reading will be read the next subsequent meeting on the consent agenda, unless the item is a time-sensitive matter in which it may be approved during the same meeting.”

SUGGESTED MOTION:

I move to approve Bill No. 3310, an ordinance approving a preliminary development plan for Creekside Industrial Complex, on first reading and postpone the second reading to December 17, 2024.

ATTACHMENTS:

1. Ordinance
2. Application
3. Combined Plan Set
4. Staff Report

AN ORDINANCE APPROVING A PRELIMINARY DEVELOPMENT PLAN FOR CREEKSIDE INDUSTRIAL COMPLEX

WHEREAS, applicant Parkville Industrial, LLC has submitted an Application for Preliminary Development Plan for Creekside Industrial Complex, a planned development consisting of five (5) lots for light industrial buildings and three (3) tracts of private open space on 17.36 acres, more or less; and

WHEREAS, the application proposes a new public street from Highway 45 to the northern limits of the property; and

WHEREAS, City staff reviewed the application according to Parkville Municipal Code Title IV Development Code, Section 403.040 and determined their findings and conclusions; and

WHEREAS, notice of a public hearing on November 12, 2024 was published, mailed, and posted in accordance with Parkville Municipal Code Title IV, Section 403.010; and

WHEREAS, the Preliminary Development Plan for Creekside Industrial Complex was considered at the November 12, 2024 meeting of the Planning and Zoning Commission and, after discussion, a split decision was forwarded (by a tie vote of 4-4); and

WHEREAS, the Board of Aldermen has reviewed and considered staff's conclusions and recommendation, the information provided to the Planning and Zoning Commission, the Planning and Zoning Commission's recommendation and information presented to the Board of Aldermen, and desires to approve the application with conditions as stated herein.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1. The application for preliminary development plan for Creekside Industrial Complex (Case No. PZ24-28) is hereby approved, subject to conditions by the Board of Aldermen, including:

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
2. The subject property be platted via an Application for Subdivision – Final Plat — prior to construction permits being issued.
3. The applicant address comments/findings from the City's independent review (performed by VSM Engineering, LLC) of the submitted stormwater drainage study.

SECTION 2. The preliminary development plan, depicted in Exhibit A and attached hereto and incorporated herein by reference, shall be effective immediately upon its passage and approval.

SECTION 3. This ordinance shall be effective immediately upon its passage.

PASSED and APPROVED this 17 day of December, 2024.

Mayor Dean Katerndahl

ATTESTED:

City Clerk Melissa McChesney



Application #: _____
Date Submitted: _____
Public Hearing: _____
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Preliminary Development Plan

Pre-application meeting required per Parkville Municipal Code Title IV, Section 403.010, Subsection C.

1. Applicant/Contact Information

Applicant(s)

Name: Brian Mertz
Company: Parkville Industrial LLC
Address: 7607 NW John Anders Road
City, State: Kansas City, MO 64152
Phone: (816) 616-9016 Fax: _____
E-mail: bmertz1@kc.rr.com

Engineer/Surveyor(s) preparing plans & legal desc.

Name: Patrick Cassity
Company: Renaissance Infrastructure Consulting
Address: 5015 NW Canal St. Suite 100
City, State: Riverside, MO
Phone: 816-800-0950 Fax: _____
E-mail: pcassity@ric-consult.com

Owner(s), if different from applicant

Name: _____
Company: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Contact Person, if different from applicant

Name: _____
Company: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) _____

Date: 9/30/24

Property Owner's Signature (Required) _____

Date: 9/30/24

2. Property Information

Property address and general location: Directly west of I-435S, Just north of Highway 45 and directly east of 15900 MO 45 HWY.

Legal description (may be attached): Attached separately.

Description of proposed use(s): _____

Zoning district: I2
Gross acreage of lot: 17.36 Ac.
Open space acreage: 2.10 Ac.
Proposed block and lot pattern: N/A

Lot coverage: 12.88 Ac.
Density/Intensity: .333 Units per Acre
Net acreage of lot: 12.88 Ac. (2.38 Ac. R/W, 2.10 Ac. Open Space)
Building types/scale: I-2

3. Factors affecting the project

Are any public improvements required for this project? Yes

Explain (may be attached): _____

Proposed public street, 30' width, 5' sidewalk, 50' right of way from Highway 45 to the north property line. Adjacent to road is a proposed 12" watermain. Sanitary in the area is existing.

Last modified August 2024

4. Public Realm

- **All public improvements must be designed to city standards and require approval, guarantees and permits prior to installation.**

Functions of proposed new roadways: Industrial/Collector

Proposed surface material: Asphalt Maximum grade: 8%

General design characteristics, open spaces, civic spaces and circulation network:

Are area streets and utilities sufficient to serve the property once developed? Yes

(Note: a traffic study may be required in order to adequately address this question)

Explain: _____

Attach a stormwater management study showing facilities/improvements needed to handle stormwater adequately.

Attach a narrative addressing:

1. *How the plan represents an improvement over what could have been accomplished through strict application of otherwise applicable base zoning district standards, based on the goals of the Master Plan, and based upon generally accepted planning and design practice.*
2. *How the benefits from any flexibility in the standards proposed in the plan promote the general public health, safety and welfare of the community, in particular areas immediately near or within the proposed project, and not strictly to benefit the applicant or single project.*
3. *How the benefits from any flexibility in the standards proposed in the plan allow the project to better meet or exceed the intent statements of the base zoning district(s) and the standards proposed to be modified when applied to the specific project or site.*
4. *How the plan reflects generally accepted and sound planning and urban design principles with respect to applying the Master Plan and any specific plans to the area.*
5. *How the plan meets all of the review criteria for a zoning map amendment.*

5. Checklist of required submittals

- ☐ Completed application, including site plans with all required details and supporting data.
- ☐ Nonrefundable application fee of \$500.00.
- ☐ Five (5) copies 24" x 36" size, or larger sets, and one (1) electronic set (PDF format) of the site plan and elevations for staff and service providers to review.
- ☐ Authorization signature of the applicant and owner of record of the property.
- ☐ If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

For City Use Only

Application accepted as complete by: _____
Name/Title _____ Date _____

Application Fee (25.0000): \$ _____ By: ☐ Check # _____ ☐ MO# _____

Date Paid: _____ ☐ Credit Card _____ ☐ Cash _____

Payment by: _____ Received by: _____

Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

6. Preliminary Development Plan checklist for staff review

1. Basic Information

- a. Name of the development
- b. Name, address, contact information of person or firm that prepared the plan
- c. Date plan was prepared, including any revision dates
- d. Graphic, engineering scale
- e. North arrow
- f. Vicinity map identifying boundaries and location of property in relation to City

2. Development Summary Table | *Provided on site plan in chart format*

- a. Existing zoning and proposed zoning if applicable
- b. Total land area in square feet and acres
- c. Proposed use or uses of each building and/or structure
- d. Height above grade of buildings and structures and number of stories of each building and/or structure
- e. Gross floor area per floor and total for each building/structure
- f. Residential buildings shall also include residential building type and total number of dwelling units. Residential development shall identify gross and net density
- g. Building coverage and floor area ratio
- h. Ratio of required number of parking spaces for each use and amount of proposed parking spaces

3. Plan Drawing*

- a. Property Lines - Property lines and lot dimensions, including identification of adjacent property owners.
- b. Topography - Existing and proposed topography, with major contour lines at intervals of 10 ft., and minor contour lines at an interval of 2 ft.
- c. Floodplain - Location of FEMA Special Flood Hazard Areas (SFHA), if applicable
- d. Site Features - Location of any proposed or existing site features to be retained, including detention areas, retaining walls, existing mature trees, and other pertinent site features
- e. Rights-of-Way - Existing and proposed rights-of-way improvements (curb/gutter/sidewalk/driveways, etc.) and easements
- f. Building Footprint - Proposed building footprint(s) with lines
- g. Distance Dimensions - Building(s) with dimensions and distance to property lines.
- h. Elevation Dimensions - Elevations with dimensions of all sides of existing and proposed buildings, including roof mechanical equipment, vents, chimneys, or other projecting items above the roof line. This includes elevations and dimensions of existing or proposed solid waste and recycling enclosures
- i. Cross-Sections - Cross-sections of the site detailing the height of buildings/structures; heating, air conditioning and ventilating and electrical equipment heights, locations and screening materials to prove screening of mechanical equipment; and relationship to existing or proposed topography
- j. Identification of Uses - Identification of proposed or existing use(s) within each building, building entrances and exits, docks or other service entrances, utility entrances and screening to them, trash enclosures, exterior lighting fixtures, outdoor storage and sales areas, and other paved areas.
- k. Color Renderings - Color renderings for all primary building facades with detailed exterior descriptions, including type and color of all exterior building materials, awnings, exterior lighting, mechanical screening material, fencing, metal flashing and the like.
- l. Materials Board - Provide a display board affixed with representative examples of exterior building and finish materials and color palettes (24"x36" board or similar size to accommodate samples). Each material shall be labeled corresponding with the notations on the submitted building elevations and color renderings.

*Please label all radii, areas (in acres and sq. ft.), points of tangency, central angles and lengths of curves.

4. Parking and Circulation

- a. Location and dimensions of the widths of existing or proposed private vehicular access into the property from perimeter streets and location of existing or approved accesses on properties adjacent or opposite the property
- b. Location of proposed or existing parking spaces, aisles, and drives with setback dimensions from proposed streets right-of-way and adjacent property lines; typical width and length of parking spaces; number of parking spaces per row; and width of parking and drive aisles
- c. Illustration of AutoTURN vehicular movements for emergency vehicle access to development, specifically a Pierce Velocity fire truck (dual axle type w/ 110 ft. ladder; vehicle specifications are 43.3 ft. length X 8 ft. width)
- d. Identification of all public and private existing and proposed sidewalks, trails, bicycle facilities, and/or open space areas (Tracts A, B, C, etc.)
- e. Indication of compliance with access and parking standards per City Code ([Chapter 408](#))

5. Landscaping and Screening

- a. A plan for landscaping design and screening in conformance with City Code ([Section 407.020](#) and [407.030](#))
- b. A lighting plan in conformance with City Code ([Section 407.040](#))
- c. A stormwater management plan in conformance with City Code ([Section 407.050](#))
- d. A landscape schedule showing compliance with City Code ([Chapter 407](#))

6. Other Requirements

- a. All survey monuments and benchmarks, together with their description
- b. Show windows and entrances
- c. Label all materials
- d. Show canopies and awnings if proposed
- e. Information regarding signage if proposed, in compliance with City Code ([Chapter 409](#))

Note: Submissions of preliminary development plans to the Planning and Zoning Commission that do not conform to the above checklist may, at the discretion of the Planning and Zoning Commission, be subject to delay until unfulfilled items are complied with.

Creekside Industrial Complex

Parkville, Platte County, MO
Section 18, Township 51N, Range 34W

Preliminary Development Plan

LEGEND			
Existing Section Line	Proposed Right-of-Way		
Existing Right-of-Way Line	Proposed Property Line		
Existing Lot Line	Proposed Lot Line		
Existing Easement Line	Proposed Easement		
Existing Curb & Gutter	Proposed Curb & Gutter		
Existing Sidewalk	Proposed Sidewalk		
Existing Storm Sewer	Proposed Storm Sewer		
Existing Storm Structure	Proposed Storm Structure		
Existing Waterline	Proposed Fire Hydrant		
Existing Gas Main	Proposed Waterline		
Existing Sanitary Sewer	Proposed Sanitary Sewer		
Existing Sanitary Manhole	Proposed Sanitary Manhole		
Existing Contour Major	Proposed Contour Major		
Existing Contour Minor	Proposed Contour Minor		
	Future Curb and Gutter		
U/E	Utility Easement		
S/E	Sanitary Sewer Easement	A/E	Access Easement
D/E	Drainage Easement	T/E	Temporary Easement

Property Description

A tract of land in the South one-half of Section 18 Township 51, Range 34, Platte County, Missouri, being bounded and described as follows: Beginning at the Southeast corner of the Southwest Quarter of said Section 18, thence North 89 degrees 45 minutes 36 seconds West, along the South line of said Southwest Quarter, 330.0 feet; thence North 00 degrees 45 minutes 34 seconds East, and parallel to the East line of said Southwest Quarter, 767.75 feet to the True Point of Beginning of the tract to be herein described; thence continuing North 00 degrees 45 minutes 34 seconds East, 1865.31 feet to a point in the North line of said Southwest Quarter; thence South 89 degrees 45 minutes 43 seconds East, 691.63 feet to a point on the Westerly right of way of Interstate 435 as now proposed; thence South 04 degrees 50 minutes 18 seconds West, along the West line of said highway, 82.12 feet to a point 200.0 feet from and opposite centerline station 1397+63.3; thence South 23 degrees 13 minutes 59 seconds West, continuing along said highway right of way, 341.98 feet to a point 250.0 feet from and opposite centerline station 1401+22.2; thence South 14 degrees 49 minutes 32 seconds West, continuing along said highway right of way, 584.50 feet to a point 250.0 feet from and opposite centerline station 1407+06.7; thence South 03 degrees 27 minutes 41 seconds West, continuing along said highway right of way, 456.76 feet to a point 100.0 feet from and opposite centerline station 1411+54.5; thence South 56 degrees 56 seconds West, continuing along said highway right of way, 535.62 feet to a point 250.0 feet from and opposite centerline station 1416+42.9; thence North 75 degrees 10 minutes 28 seconds West, continuing along said highway right of way, 150.33 feet to the True Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.

EXCEPT that part conveyed to Platte County Regional Sewer District in the instrument recorded 01/02/2008 as Document No. 2008000021 in Book 1115 at page 753, more particularly described as follows: All that part of the Southwest Quarter of Section 18, Township 51, Range 34 in Platte County, Missouri described as follows: Commencing at the Northeast corner of the Southwest Quarter of said Section 18, thence South 00 degrees 40 minutes 02 seconds West, along the East line of the Northwest Quarter of said Section 18, a distance of 280.42 feet; thence North 89 degrees 19 minutes 58 seconds West, a distance of 40.07 feet to a point on the Westerly right of way line of Interstate 435, said point also being the Point of Beginning of the tract of land herein to be described; thence South 24 degrees 31 minutes 31 seconds West, along said right of way line, a distance of 60.00 feet; thence North 65 degrees 28 minutes 29 seconds West, a distance of 35.00 feet; thence North 24 degrees 31 minutes 31 seconds East, a distance of 60.00 feet; thence South 65 degrees 28 minutes 29 seconds East, a distance of 35.00 feet to the Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.

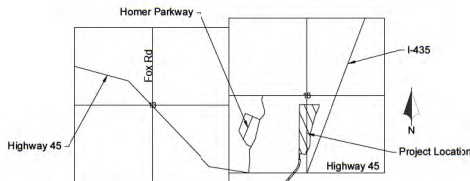
ALSO EXCEPT that part conveyed to Daniel R. Myer and Sarah E. Myer, husband and wife, recorded 09/15/2020 as Document No. 20200145446 in Book 1339 at page 475, more particularly described as follows: A tract of land in the Southwest Quarter of Section 18, Township 51, Range 34, Platte County, Missouri, being bounded and described as follows: Beginning at the Southeast corner of the Southwest Quarter of said Section 18, thence North 89 degrees 45 minutes 36 seconds West along the South line of the Southwest Quarter of said Section 18, 330.00 feet; thence North 0 degrees 45 minutes 34 seconds East parallel to the East line of the Southwest Quarter of said Section 18, 767.75 feet to a point on the Northerly right of way line of Missouri State Highway No. 45, as now established; thence South 75 degrees 10 minutes 28 seconds East along the Northerly right of way line of said Highway, 30.83 feet to the True Point of Beginning of the tract to be herein described; thence Northerly 0 degrees 45 minutes 34 seconds East, and parallel to the East line of the Southwest Quarter of said Section 18, 100.00 feet; thence South 89 degrees 14 minutes 26 seconds East.

198.95 feet to a point on the Northwestern right of way line of proposed Interstate 435, as deeded; thence South 24 degrees 29 minutes 45 seconds West, along the Northwestern right of way line of proposed Interstate 435, 206.48 feet to a point on the Northerly right of way line of said Missouri Highway No. 45; thence North 75 degrees 10 minutes 28 seconds West, along said Northerly right of way line of said Missouri Highway No. 45, 119.40 feet to the True Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.

ALSO EXCEPT that part conveyed to Daniel R. Myer and Sarah E. Myer, a married couple, recorded 10/31/2023 as Document No. 2023010802 in Book 1396 at page 973, more particularly described as follows: "Part of the Southwest Quarter of Section 18, Township 51 North, Range 34 West, in Parkville, Platte County, Missouri being described as follows: Commencing at the Southeast corner of said Southwest Quarter; thence North 89 degrees 44 minutes 10 seconds West, along the South line of said Southwest Quarter, a distance of 329.39 feet; thence North 00 degrees 40 minutes 39 seconds East, along a line parallel with the East line of said Southwest Quarter, a distance of 766.85 feet to a point on the Northerly right of way line of Missouri State Highway No. 45; thence South 77 degrees 45 minutes 21 seconds East along said right of way line, a distance of 28.95 feet to the Southwest corner of a tract of land described in a Warranty Deed recorded in Book 1338 at page 475 at the Platte County Recorder of Deeds Office; thence North 00 degrees 48 minutes 08 seconds East, along the Westerly line of said tract, a distance of 159.59 feet to the Northwest corner thereof; said point being the Point of Beginning of the tract of land to be herein described; thence continuing North 00 degrees 48 minutes 08 seconds East, a distance of 37.08 feet to a point approximately 1 foot Northerly of an existing barbed wire fence; thence South 80 degrees 34 minutes 43 seconds East, along a line generally 1 foot Northerly of said fence, a distance of 204.18 feet to a point on the Westerly right of way line of Interstate 435; thence South 34 degrees 31 minutes 10 seconds West, along said right of way line, a distance of 1.95 feet to the Northeast corner of the aforementioned tract; thence North 84 degrees 13 minutes 26 seconds West, along the Northerly line of said tract, a distance of 199.07 feet to the Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.

FLOOD PLAIN NOTE

According to the FEMA Flood Insurance Rate Map Number 2916SC0360D, Effective April 02, 2015, a portion of this property lies in: ZONE A, defined as areas determined to be subject to flooding by the 1% annual chance flood, no base flood elevations determined.



LOCATION MAP
SECTION 18 T51N R34W
SECTION 18 T51N R34W
Scale 1" = 200'

UTILITY CONTACTS

City of Parkville	(816) 741-7676
Alliance Water	(816) 741-2962
Platte County Regional Sewer District	(816) 858-2052
Spire Gas Energy	(816) 756-5232
Evergy	(816) 471-5275
Platte Clay Electric	(816) 807-7502
Century Link	(816) 243-5642
Unite Private Networks	(816) 903-0400
Spectrum	(816) 431-5818
Missouri One Call	(800) DIG-RITE
AT&T	(800) 464-7928
Comcast	(913) 891-3457

Sheet List Table	
Sheet Number	Sheet Title
C01	Title Sheet
C02	Existing Conditions
C03	General Layout
C04	Dimension Plan
C05	Grading Plan
C06	Utility Plan
C07	Fire Protection Plan
C08	Parking Summary
C09	Pedestrian Plan
C10	Preliminary Plat
L01	Landscape Plan
L02	Landscape Details

Summary Table

This represents a planned Industrial Development with internal circulation, private streets, and access off HWY 45. Current Zoning RE to be converted to I2, Development includes the following:

Areas & Density:

Gross Area	17.36 Acres
Area of Right of Way	2.38 Acres
Net Area	14.98 Acres
Total Building Square Footage	109,350.28 Sqft
Density in Units Per Acre	.333 (s/14.98)

I2 Lot Standards:

Minimum Area of Lot	1/2 Acre
Minimum Width of Lot	100 ft
Minimum Depth of Lot	200 ft
Minimum Front Yard Setback	25
Minimum Side Yard Setback	15/50 total
Minimum Corner Lot Side Yard Setback	NA
Minimum Rear Yard Setback	10

Proposed Lot Areas:

Lot 1 Area	133,728.20 Sqft/3.07 Ac.
Lot 2 Area	107,593.20 Sqft/2.47 Ac.
Lot 3 Area	81,822.80 Sqft/1.88 Ac.
Lot 4 Area	97,138.80 Sqft/2.23 Ac.
Lot 5 Area	140,698.80 Sqft/3.23 Ac.

Proposed Tract A	33,976.80 Sqft/0.78 Ac.
Proposed Tract B	18,295.20 Sqft/0.42 Ac.
Proposed Tract C	39,214.00 Sqft/0.90 Ac.

R/W Area	103,672.80 Sqft/2.38 Ac.
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Total Parking Summary:

Total Parking Required	179
On Parking Site	254
ADA Parking Stalls	12
Net Site Parking	242
Off Site	NA
Total Parking	254

Public Street Information:

Width of Right-Of-Way	50 ft
Width of Street	30 ft
Sidewalk Width	5 ft
Design Speed	25 mph

ENGINEER

Renaissance Infrastructure Consulting, LLC
5015 NW Canal Street, Suite 100
Riverside, MO 64150
(816) 800-0950

Preliminary Development Plan

24-0188

Creekside Industrial Complex
Parkville, Platte County, MO

Title Sheet



Sheet
C01

20-4-0-18-000-000-005-005
Three M Holdings LLC
Area=10.06 Ac./439,084.8 SF
Existing Zoning: RE/County Zoning

20-4-0-18-000-000-008-000
Westside Partners LLC
Area=158.29 Ac./6,895,112.4 SF
Existing Zoning: RE/County Zoning

Approximate Limits of FEMA
Zone A, SFHA subject to
inundation by the 1% annual
chance flood, no base flood
elevations determined.

Highway 435

NE CORNER, SE. 1/4, SW. 1/4,
SEC. 18-51-34

Existing PCRS
West Side
Sanitary Lift
Station

Existing
Sanitary
Sewer

20-4-0-18-000-000-011-000
Partville Industrial LLC
Area=17.36 Ac./756,201.6 SF
Existing Zoning: RE/County Zoning

20-4-0-18-000-000-011-001
Myer, Daniel R & Sarah E
Area=0.75 Ac./32,870 SF
Existing Zoning: RE/County Zoning

20-4-0-18-000-000-010-005
Creekside Community
Improvement District
Area=50.37 Ac./2,194,117.2 SF
Existing Zoning: B-2-P



Preliminary Development Plan

24-0188
Creekside Industrial Complex
Parkville, Platte County, MO

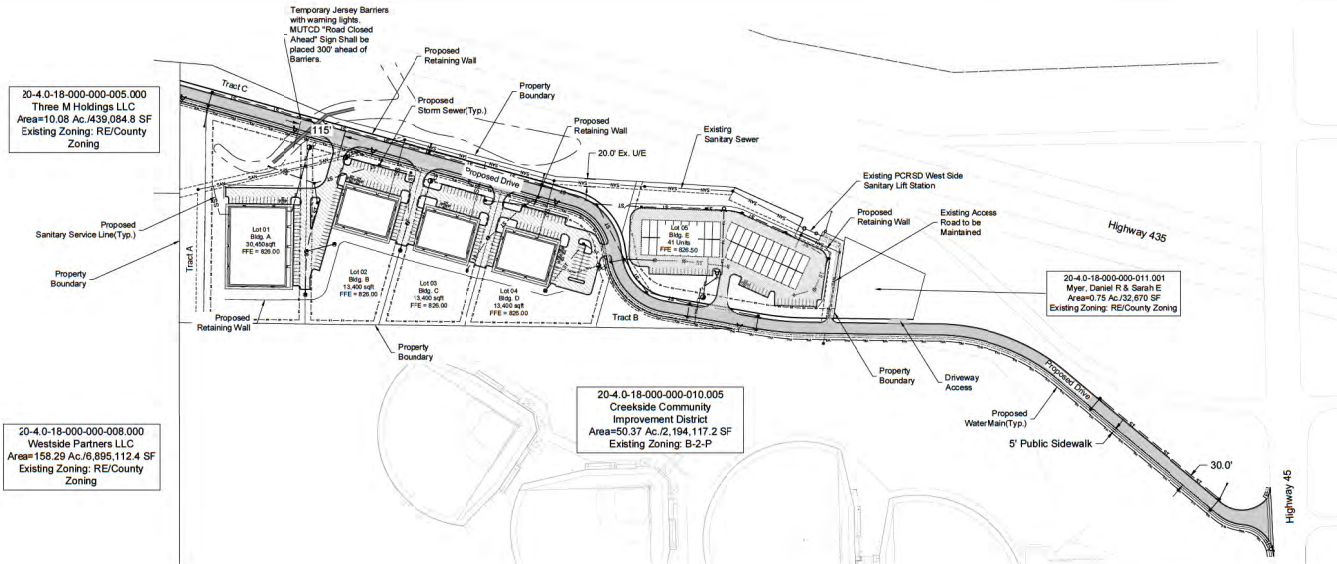
Existing Conditions

NO.	DATE	REVISION
1	11/08/2024	Per City Comments
2	10/08/2024	Original Submittal

DRAWN BY: JA CHECKED BY: PC

Renaissance Infrastructure Consulting
400 E 17th Street
Kansas City, Missouri 64108
816.800.9950
www.ri-consult.com

Sheet
C02



20-4-0-18-000-000-005.000
Three M Holdings LLC
Area=10.08 Ac./439,084.8 SF
Existing Zoning: RE/County Zoning

20-4-0-18-000-000-008.000
Westside Partners LLC
Area=158.29 Ac./6,895,112.4 SF
Existing Zoning: RE/County Zoning

20-4-0-18-000-000-010.005
Creekside Community Improvement District
Area=50.37 Ac./2,194,117.2 SF
Existing Zoning: B-2-P

20-4-0-18-000-000-011.001
Myer, Daniel R & Sarah E
Area=75 Ac./32,570 SF
Existing Zoning: RE/County Zoning

Lot 01

Lot Area: 133,729.2 sqft | 3.07 Ac.
Proposed Zoning: I2
Building Square Footage: 30,450sqft
Building Use: I2
Parking Required: 77
Total Parking Provided: 38

Setbacks

Front: 25ft (From Public Street)
Rear: 10ft (From Property Line)
Side: 15ft (From Property Line)

Lot 02

Lot Area: 107,593.20 sqft | 2.47 Ac.
Proposed Zoning: I2
Building Square Footage: 13,400sqft
Building Use: I2
Parking Required: 34
Total Parking Provided: 66

Setbacks

Front: 25ft (From Public Street)
Rear: 10ft (From Property Line)
Side: 15ft (From Property Line)

Lot 03

Lot Area: 81,892.80 sqft | 1.88Ac.
Proposed Zoning: I2
Building Square Footage: 13,400sqft
Building Use: I2
Parking Required: 34
Total Parking Provided: 47

Setbacks

Front: 25ft (From Public Street)
Rear: 10ft (From Property Line)
Side: 15ft (From Property Line)

Lot 04

Lot Area: 97,138.80 sqft | 2.23 Ac.
Proposed Zoning: I2
Building Square Footage: 13,400sqft
Building Use: I2
Parking Required: 34
Total Parking Provided: 65

Setbacks

Front: 25ft (From Public Street)
Rear: 10ft (From Property Line)
Side: 15ft (From Property Line)

Lot 05

Lot Area: 140,698.80 sqft | 3.23 Ac.
Proposed Zoning: I2
Building Square Footage: 36,900 sqft
Building Use: I2
Parking Required: N/A
Total Parking Provided: 38

Setbacks

Front: 25ft (From Public Street)
Rear: 10ft (From Property Line)
Side: 15ft (From Property Line)

Other

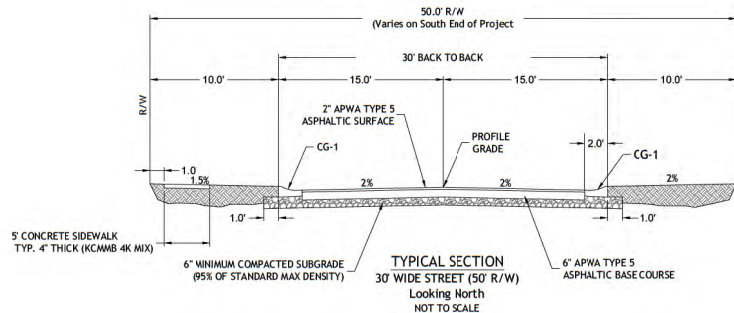
Tract A: 33,976.80 sqft | .78 Ac.
Tract B: 18,295.20 sqft | .42 Ac.
Tract C: 39,204.00 sqft | .90 Ac.

Proposed Zoning: I2
Proposed Right-of-Way:

103,672.80 sqft | 2.38 Ac.

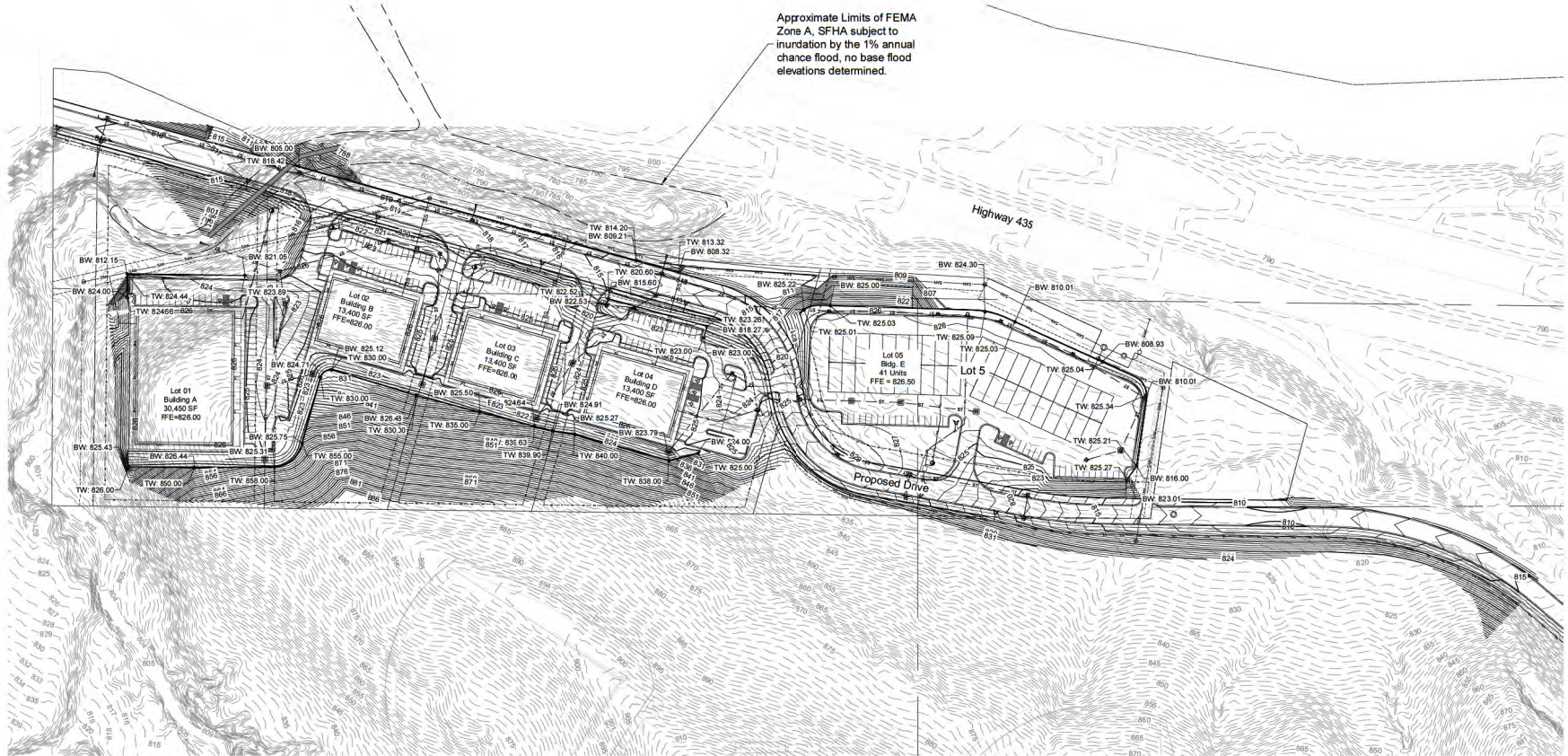
Development Summary Table:

Existing Zoning: County Zoning, RE
Proposed Zoning: I-2
Total Land Area: 17.36 Ac./756,201.60 Ac.
Proposed Use: I-2
Height above grade of buildings: 35 ft. (Estimated)
Gross Floor Area: See Lot Summaries this Sheet
Building Coverage: (107,550 SF/652,528.80 SF) 16.48%



- Private Asphalt Pavement
- Public Road Asphalt Pavement
- Concrete Sidewalk
- Heavy Duty Concrete





Approximate Limits of FEMA
Zone A, SFHA subject to
inundation by the 1% annual
chance flood, no base flood
elevations determined.

NOTE:

Retaining walls greater than 4ft in height will require submittal of
an Application for Building Permit and will need to be designed
by a registered engineer in the State of Missouri.

Grading Legend

- Existing Major Contour
- Existing Minor Contour
- Proposed Major Contour
- Proposed Minor Contour



Preliminary Development Plan

24-0188
Creekside Industrial Complex
Parkville, Platte County, MO

Grading Plan

NO.	DATE	REVISION
1	11/08/20	Per City Comments
2	11/08/20	Original Submittal

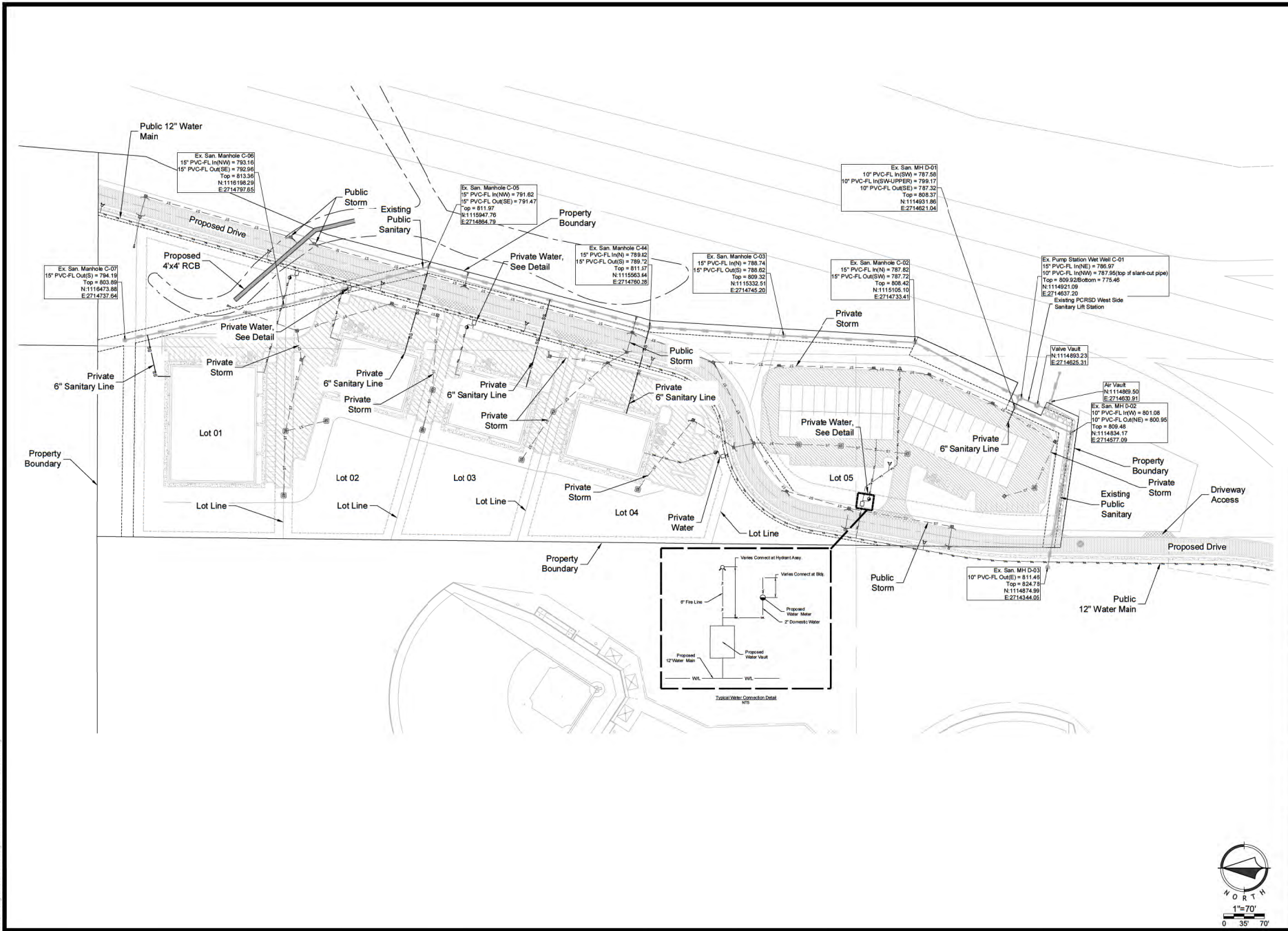
DRAWN BY	CHECKED BY
JA	PC

**Renaissance
Infrastructure
Consulting**
400 E 17th Street
Kansas City, Missouri 64108
816.800.9953
www.irc-consult.com

M.O. Certificate of Authority
E-201003330

Sheet
C05

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Preliminary Development Plan
24-0188
Creekside Industrial Complex
Parkville, Platte County, MO

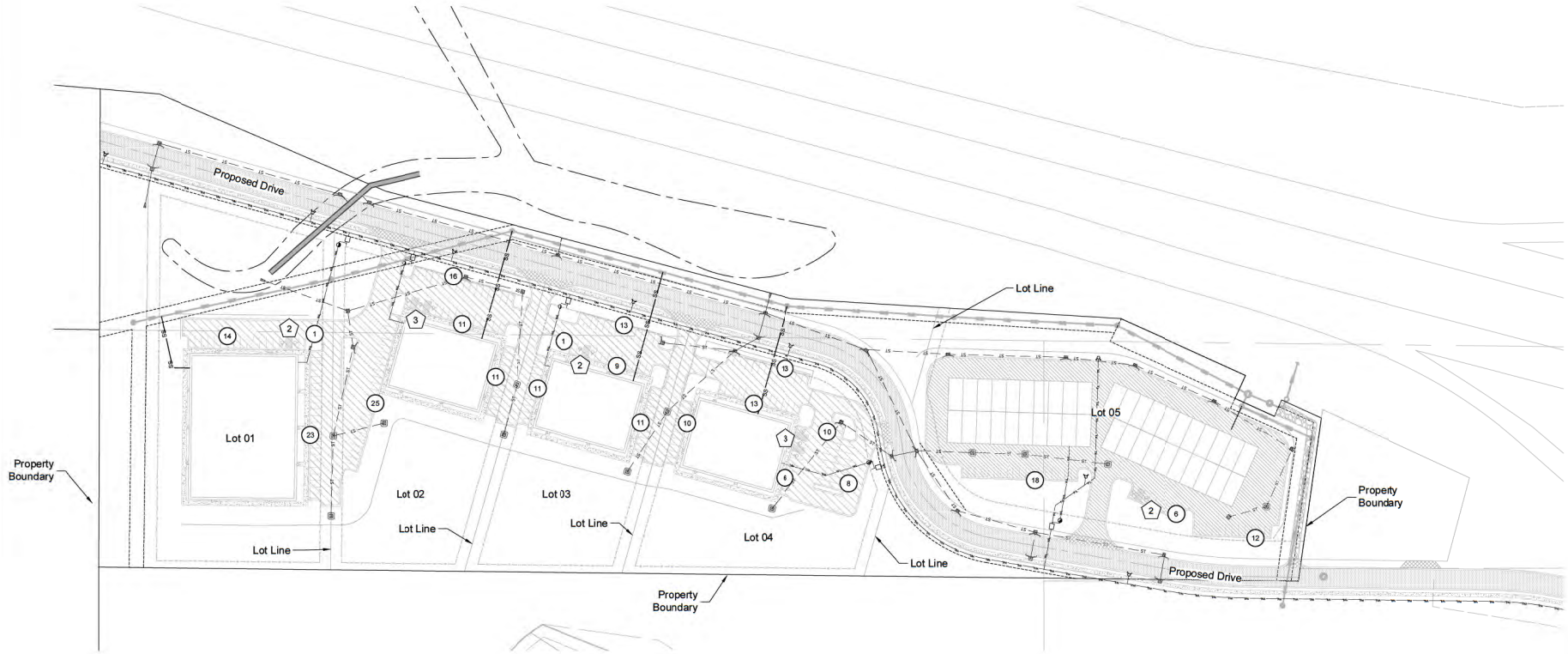
Utility Plan

NO.	DATE	REVISION
1	11/06/24	Per City Comments
2	10/02/24	Original Submittal

DRAWN BY: JA
CHECKED BY: PC

Renai
Infrastructure
Consulting
816.800.9953
www.irc-consult.com
400 E 17th Street
Kansas City, Missouri 64108
M.O. Certificate of Authority: E-201003363

Sheet
C06



Parking Summary

LOT 1(3.63 ac) GENERAL INDUSTRIAL - 30,450 sqft

Parking Requirements
2.5 per 1,000 sqft

UNITS
30,450

Parking Required
77

Total Required Spaces = 77
Total Provided Spaces = 38

(INCLUDES 2 ADA PARKING SPACES)

LOT 2(3.05 ac) GENERAL INDUSTRIAL - 13,400 sqft

Parking Requirements
2.5 per 1,000 sqft

UNITS
13,400

Parking Required
34

Total Required Spaces = 34
Total Provided Spaces = 66

(INCLUDES 3 ADA PARKING SPACES)

LOT 3(2.28 ac) GENERAL INDUSTRIAL - 13,400 sqft

Parking Requirements
2.5 per 1,000 sqft

UNITS
13,400

Parking Required
34

Total Required Spaces = 34
Total Provided Spaces = 47

(INCLUDES 2 ADA PARKING SPACES)

LOT 4(3.22 ac) GENERAL INDUSTRIAL - 13,400 sqft

Parking Requirements
2.5 per 1,000 sqft

UNITS
13,400

Parking Required
34

Total Required Spaces = 34
Total Provided Spaces = 65

(INCLUDES 3 ADA PARKING SPACES)

LOT 5(4.73 ac) CONTRACTOR GARAGES - 41 UNITS

Parking Requirements
NA

UNITS
41

Parking Required
NA

Total Required Spaces = NA
Total Provided Spaces = 38

(INCLUDES 2 ADA PARKING SPACES)

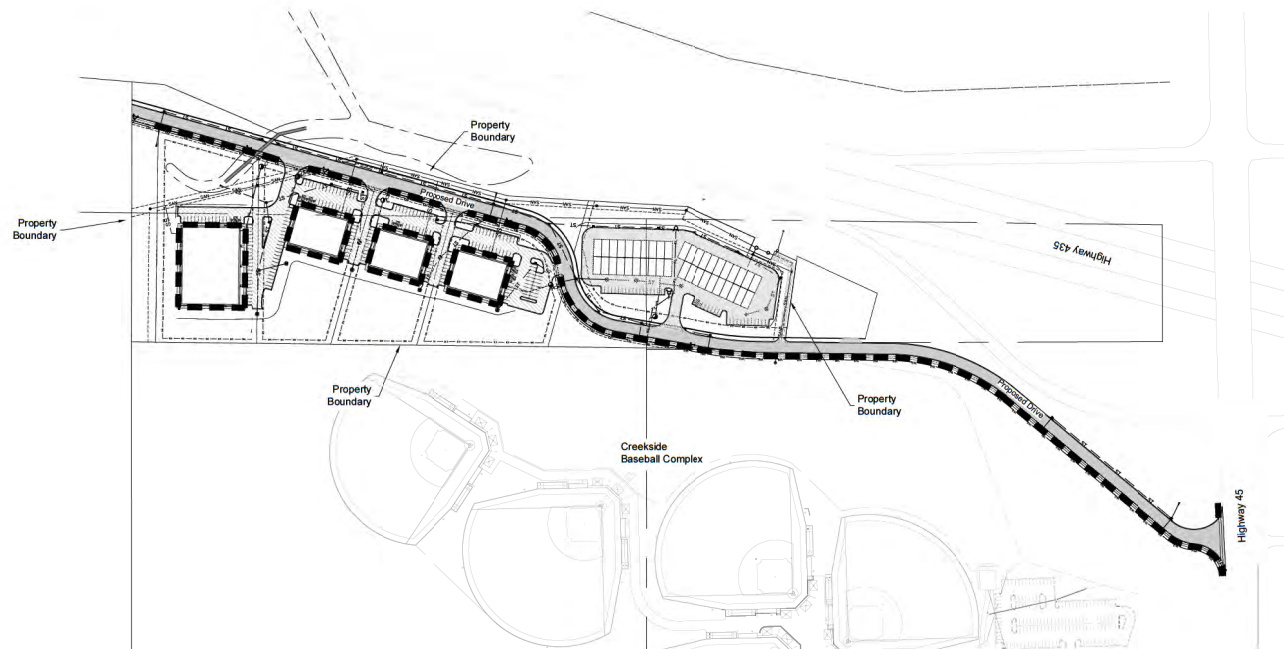
PARKING SUMMARY TOTALS	
Sum of Required Spaces	179
Sum of Provided Spaces	254
Sum of Provided ADA Spaces	12
Net Provided Spaces	242

Legend

Auto Parking
ADA Parking



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24-0188.dwg



Preliminary Development Plan

24-0188
Creekside Industrial Complex
Parkville, Platte County, MO

Pedestrian Plan

NO.	DATE	REVISION
1	11/05/2023	Per City Comments
2	11/05/2023	Original Submittal

DRAWN BY	CHECKED BY
JA	PC

Renaissance Infrastructure Consulting
400 E 17th Street
Kansas City, Missouri 64108
816.800.0950
www.rii-consult.com
M.O. Certificate of Authority: E-2010033630

Sheet
C09

PRELIMINARY PLAT Creekside Industrial

Parkville, Platte County, MO
Section 18, Township 51N, Range 34W

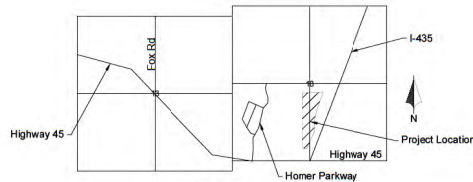
Property Description

A tract of land in the South one-half of Section 18, Township 51, Range 34, Platte County, Missouri, being bounded and described as follows: Beginning at the Southeast corner of the Southwest Quarter of said Section 18; thence North 89 degrees 45 minutes 36 seconds West, along the South line of said Southwest Quarter, 330.0 feet; thence North 00 degrees 45 minutes 34 seconds East, and parallel to the East line of said Southwest Quarter, 767.75 feet to the True Point of Beginning of the tract to be herein described; thence continuing North 00 degrees 45 minutes 34 seconds East, 1868.31 feet to a point in the North line of said Southwest Quarter; thence South 89 degrees 48 minutes 43 seconds East, 651.63 feet to a point on the Westerly right of way of Interstate 435 as now proposed; thence South 04 degrees 50 minutes 18 seconds West, along the West line of said highway, 82.12 feet to a point 200.0 feet from and opposite centerline station 1397+83.9; thence South 23 degrees 13 minutes 59 seconds West, continuing along said highway right of way, 341.98 feet to a point, 250.0 feet from and opposite centerline station 1401+22.2; thence South 14 degrees 49 minutes 32 seconds West, continuing along said highway right of way, 584.40 feet to a point, 250.0 feet from and opposite centerline station 1407+06.7; thence South 03 degrees 27 minutes 41 seconds West, continuing along said highway right of way, 456.76 feet to a point 160.0 feet from and opposite centerline station 1411+54.5; thence South 24 degrees 29 minutes 50 seconds West, continuing along said highway right of way, 535.52 feet to a point 250.0 feet from and opposite centerline station 1416+42.9; thence North 75 degrees 10 minutes 28 seconds West, continuing along said highway right of way, 150.33 feet to the True Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.

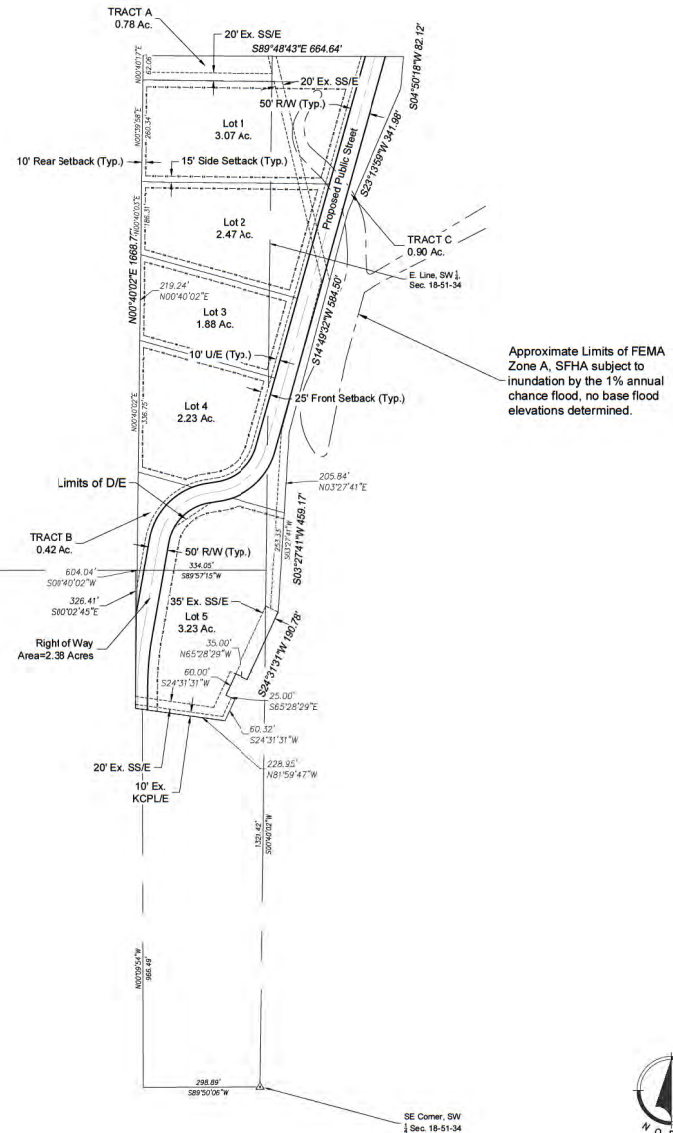
EXCEPT that part conveyed to Platte County Regional Sewer District in the instrument recorded 0162/2008 as Document No. 2008000021 in Book 1115 at page 753, more particularly described as follows: All that part of the Southwest Quarter of Section 18, Township 51, Range 34, in Platte County, Missouri described as follows: Commencing at the Northwest corner of the Southwest Quarter of said Section 18; thence North 00 degrees 45 minutes 36 seconds West, along the East line of the Northwest Quarter of said Section 18, a distance of 280.42 feet; thence North 89 degrees 19 minutes 58 seconds West a distance of 45.07 feet to a point on the Westerly right of way line of Interstate 435, said point also being the Point of Beginning of the tract of land herein to be described; thence South 24 degrees 31 minutes 31 seconds West, along said right of way line, a distance of 60.00 feet; thence North 65 degrees 28 minutes 29 seconds West, a distance of 35.00 feet; thence North 24 degrees 31 minutes 11 seconds East, a distance of 60.00 feet; thence South 65 degrees 28 minutes 29 seconds East, a distance of 35.00 feet to the Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.

ALSO EXCEPT that part conveyed to Daniel R. Myer and Sarah E. Meyer, husband and wife, recorded 09/15/2020 as Document No. 2020145446 in Book 1339 at page 476, more particularly described as follows: A tract of land in the Southwest Quarter of Section 18, Township 51, Range 34, Platte County, Missouri, being bounded and described as follows: Beginning at the Southeast corner of the Southwest Quarter of said Section 18; thence North 89 degrees 45 minutes 36 seconds West along the South line of the Southwest Quarter of said Section 18, 330.00 feet; thence North 00 degrees 45 minutes 34 seconds East an parallel to the East line of the Southwest Quarter of said Section 18, 767.75 feet to a point on the Northerly right of way line of Missouri State Highway No. 45, as now established; thence South 75 degrees 10 minutes 28 seconds East along the Northerly right of way line of said Highway, 30.93 feet to the True Point of Beginning of the tract to be herein described; thence Northerly 00 degrees 45 minutes 34 seconds East, and parallel to the East line of the Southwest Quarter of said Section 18, 160.00 feet; thence South 89 degrees 14 minutes 28 seconds East, 198.95 feet to a point on the Northerly right of way line of proposed Interstate 435, as deeded; thence South 24 degrees 29 minutes 45 seconds West, along the Northerly right of way line of proposed Interstate 435, 206.49 feet to a point on the Northerly right of way line of said Missouri Highway No. 45; thence North 75 degrees 10 minutes 28 seconds West, along said Northerly right of way line of said Missouri Highway No. 45, 119.40 feet to the True Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.

ALSO EXCEPT that part conveyed to Daniel R. Myer and Sarah E. Meyer, a married couple, recorded 10/31/2023 as Document No. 2023010802 in Book 1398 at page 973, more particularly described as follows: Part of the Southwest Quarter of Section 18, Township 51 North, Range 34 West, in Parkville, Platte County, Missouri being described as follows: Commencing at the Southeast corner of said Southwest Quarter; thence North 89 degrees 44 minutes 10 seconds West, along the South line of said Southwest Quarter, a distance of 768.83 feet to a point on the Northerly right of way line of Missouri State Highway No. 45; thence South 77 degrees 45 minutes 21 seconds East along said right of way line, a distance of 29.95 feet to the Southwest corner of a tract of land described in a Warranty Deed recorded in Book 1339 at page 475 at the Platte County Recorder of Deeds Office; thence North 00 degrees 48 minutes 08 seconds East, along the Westerly line of said tract, a distance of 159.99 feet to the Northwest corner thereof, said point being the Point of Beginning of the tract of land to be herein described; thence continuing North 00 degrees 48 minutes 08 seconds East, a distance of 37.08 feet to a point approximately 1 foot Northerly of an existing barbed wire fence; thence South 80 degrees 34 minutes 43 seconds East, along a line generally 1 foot Northerly of said fence, a distance of 204.16 feet to a point on the Westerly right of way line of Interstate 435; thence South 24 degrees 31 minutes 10 seconds West, along said right of way line, a distance of 6.98 feet to the Northeasterly corner of the aforementioned tract; thence North 89 degrees 13 minutes 28 seconds West, along the Northerly line of said tract, a distance of 199.07 feet to the Point of Beginning, subject to that part, if any, in streets, roadways, highways or other public rights-of-way.



LOCATION MAP
SECTION S13 T51N R34W
SECTION S18 T51N R34W
Scale 1" = 200'



Preliminary Development Plan

24-0188
Creekside Industrial Complex
Parkville, Platte County, MO

Preliminary Plat

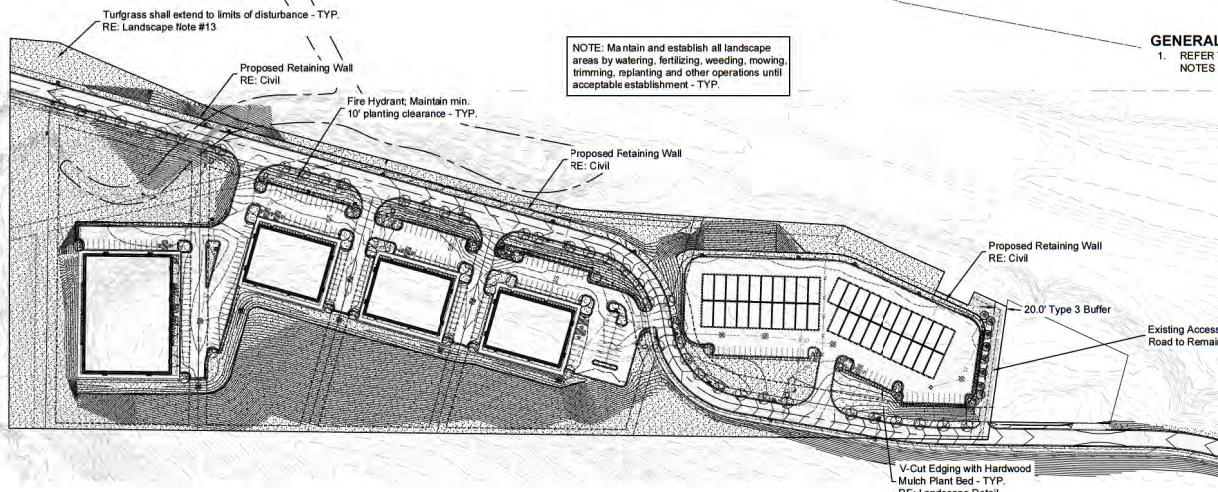
1	11/08/20	Per City Council
2	10/08/20	Original Submittal
NO	DATE	REVISION

DRAWN BY: JA
CHECKED BY: PC

Renaissance
Infrastructure
Consulting
186.800.9950
www.irc-consult.com
400 E 17th Street
Kansas City, Missouri 64108
MO Certificate of Authority: E-201003303



Sheet
C10



GENERAL NOTES
1. REFER TO SHEET L02 FOR LANDSCAPE NOTES AND DETAILS.

LANDSCAPE CALCULATIONS

Proposed Zoning: I-2
Street Trees
Required: 1 tree / 40' lot frontage, averaged
Provided:
Lot 1 = 7 trees
Lot 2 = 6 trees
Lot 3 = 4 trees
Lot 4 = 9 trees
Lot 5 = 15 trees

Foundation Planting
Required: Cont. shrub massing along 75% non-paved building frontage adj. to public area; Facades greater than 200' and not fronting a street or open space shall have 1 large tree and 1 small or evergreen tree / 50' and 1 shrub / 10'
Provided: As required

Parking Lot Planting
Required: 1 large tree / 25 parking spaces; 1 shrub / 10' perimeter landscape buffer; cont. shrub massing within 25' of street
Provided:
Lot 1 (40 parking spaces) = 2 large trees
Lot 2 (66 parking spaces) = 3 large trees
Lot 3 (47 parking spaces) = 2 large trees
Lot 4 (63 parking spaces) = 3 large trees
Lot 5 (38 parking spaces) = 2 large trees

Buffers
Type 3 Buffer: Any I-2 or I-3 abutting lesser intense districts
Required: 20' wide, 1 large tree or 2 small trees / 40', 1 evergreen / 20', 1 shrub / 10', OR 6' berm or solid fence combination with a lesser combination of plant materials to the outside
Provided:
Lots 1-4: Existing 40' buffer on adjacent property to remain
Lot 5: South PL (183) = 5 large trees, 9 evergreens, 18 shrubs

Open Space
N/A, required buffers and screening addresses open space



CONCEPT PLANT SCHEDULE LOT 1 CONCEPT PLANT SCHEDULE LOT 2 CONCEPT PLANT SCHEDULE LOT 3 CONCEPT PLANT SCHEDULE LOT 4 CONCEPT PLANT SCHEDULE LOT 5

 STREET TREE 2" Cal. B&B	7	 STREET TREE 2" Cal. B&B	6	 STREET TREE 2" Cal. B&B	4	 STREET TREE 2" Cal. B&B	7	 STREET TREE 2" Cal. B&B	7
 LARGE SHADE TREE 2" Cal. B&B	7	 LARGE SHADE TREE 2" Cal. B&B	7	 LARGE SHADE TREE 2" Cal. B&B	8	 LARGE SHADE TREE 2" Cal. B&B	10	 LARGE SHADE TREE 2" Cal. B&B	9
Celtis occidentalis 'Prairie Sentinel' / Prairie Sentinel Hackberry Cercis canadensis 'Forest Pansy' TM / Forest Pansy Redbud Ginkgo biloba 'Princeton Sentry' / Princeton Sentry Ginkgo Nyssa sylvatica 'Wildfire' / Black Gum Platanus x acerifolia / London Plane Tree Quercus bicolor / Swamp White Oak Quercus robur x alba 'Crimschmidt' TM / Crimson Spire Oak Zelkova serrata 'City Sprite' TM / City Sprite Zelkova		Celtis occidentalis 'Prairie Sentinel' / Prairie Sentinel Hackberry Cercis canadensis 'Forest Pansy' TM / Forest Pansy Redbud Ginkgo biloba 'Princeton Sentry' / Princeton Sentry Ginkgo Nyssa sylvatica 'Wildfire' / Black Gum Platanus x acerifolia / London Plane Tree Quercus bicolor / Swamp White Oak Quercus robur x alba 'Crimschmidt' TM / Crimson Spire Oak Zelkova serrata 'City Sprite' TM / City Sprite Zelkova		Celtis occidentalis 'Prairie Sentinel' / Prairie Sentinel Hackberry Cercis canadensis 'Forest Pansy' TM / Forest Pansy Redbud Ginkgo biloba 'Princeton Sentry' / Princeton Sentry Ginkgo Nyssa sylvatica 'Wildfire' / Black Gum Platanus x acerifolia / London Plane Tree Quercus bicolor / Swamp White Oak Quercus robur x alba 'Crimschmidt' TM / Crimson Spire Oak Zelkova serrata 'City Sprite' TM / City Sprite Zelkova		Celtis occidentalis 'Prairie Sentinel' / Prairie Sentinel Hackberry Cercis canadensis 'Forest Pansy' TM / Forest Pansy Redbud Ginkgo biloba 'Princeton Sentry' / Princeton Sentry Ginkgo Nyssa sylvatica 'Wildfire' / Black Gum Platanus x acerifolia / London Plane Tree Quercus bicolor / Swamp White Oak Quercus robur x alba 'Crimschmidt' TM / Crimson Spire Oak Zelkova serrata 'City Sprite' TM / City Sprite Zelkova		Celtis occidentalis 'Prairie Sentinel' / Prairie Sentinel Hackberry Cercis canadensis 'Forest Pansy' TM / Forest Pansy Redbud Ginkgo biloba 'Princeton Sentry' / Princeton Sentry Ginkgo Nyssa sylvatica 'Wildfire' / Black Gum Platanus x acerifolia / London Plane Tree Quercus bicolor / Swamp White Oak Quercus robur x alba 'Crimschmidt' TM / Crimson Spire Oak Zelkova serrata 'City Sprite' TM / City Sprite Zelkova	
 ORNAMENTAL TREE 1.5" Cal. B&B	4	 SHRUB 3-5 Gal.	83	 SHRUB 3-5 Gal.	64	 ORNAMENTAL TREE 1.5" Cal. B&B	2	 EVERGREEN TREE 8" Ht. Min. B&B	9
Aronia melanocarpa 'Morton' TM / Inquis Beauty Black Chokeberry Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass Cornus stolonifera 'Arctic Fire' / Arctic Fire Dogwood Hypericum frondosum 'Sunburst' / Sunburst Hypericum Ilex virginica 'Henry's Garnet' / Henry's Garnet Sweetpire Juniperus chinensis 'Gold Lace' / Gold Lace Juniper Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper Miscanthus sinensis 'Morning Light' / Eulalia Grass		Aronia melanocarpa 'Morton' TM / Inquis Beauty Black Chokeberry Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass Cornus stolonifera 'Arctic Fire' / Arctic Fire Dogwood Hypericum frondosum 'Sunburst' / Sunburst Hypericum Ilex virginica 'Henry's Garnet' / Henry's Garnet Sweetpire Juniperus chinensis 'Gold Lace' / Gold Lace Juniper Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper Miscanthus sinensis 'Morning Light' / Eulalia Grass		Aronia melanocarpa 'Morton' TM / Inquis Beauty Black Chokeberry Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass Cornus stolonifera 'Arctic Fire' / Arctic Fire Dogwood Hypericum frondosum 'Sunburst' / Sunburst Hypericum Ilex virginica 'Henry's Garnet' / Henry's Garnet Sweetpire Juniperus chinensis 'Gold Lace' / Gold Lace Juniper Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper Miscanthus sinensis 'Morning Light' / Eulalia Grass		Aronia melanocarpa 'Morton' TM / Inquis Beauty Black Chokeberry Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass Cornus stolonifera 'Arctic Fire' / Arctic Fire Dogwood Hypericum frondosum 'Sunburst' / Sunburst Hypericum Ilex virginica 'Henry's Garnet' / Henry's Garnet Sweetpire Juniperus chinensis 'Gold Lace' / Gold Lace Juniper Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper Miscanthus sinensis 'Morning Light' / Eulalia Grass		Aronia melanocarpa 'Morton' TM / Inquis Beauty Black Chokeberry Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass Cornus stolonifera 'Arctic Fire' / Arctic Fire Dogwood Hypericum frondosum 'Sunburst' / Sunburst Hypericum Ilex virginica 'Henry's Garnet' / Henry's Garnet Sweetpire Juniperus chinensis 'Gold Lace' / Gold Lace Juniper Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper Miscanthus sinensis 'Morning Light' / Eulalia Grass	
 SHRUB 3-5 Gal.	69	 TURFGRASS Turfgrass Sod Fescue Mix; RE: Notes / Fescue Sod		 TURFGRASS Turfgrass Sod Fescue Mix; RE: Notes / Fescue Sod		 SHRUB 3-5 Gal.	88	 ORNAMENTAL TREE 1.5" Cal. B&B	2
Aronia melanocarpa 'Morton' TM / Inquis Beauty Black Chokeberry Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass Cornus stolonifera 'Arctic Fire' / Arctic Fire Dogwood Hypericum frondosum 'Sunburst' / Sunburst Hypericum Ilex virginica 'Henry's Garnet' / Henry's Garnet Sweetpire Juniperus chinensis 'Gold Lace' / Gold Lace Juniper Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper Miscanthus sinensis 'Morning Light' / Eulalia Grass						Aronia melanocarpa 'Morton' TM / Inquis Beauty Black Chokeberry Calamagrostis x acutiflora 'Karl Foerster' / Feather Reed Grass Cornus stolonifera 'Arctic Fire' / Arctic Fire Dogwood Hypericum frondosum 'Sunburst' / Sunburst Hypericum Ilex virginica 'Henry's Garnet' / Henry's Garnet Sweetpire Juniperus chinensis 'Gold Lace' / Gold Lace Juniper Juniperus scopulorum 'Skyrocket' / Skyrocket Juniper Miscanthus sinensis 'Morning Light' / Eulalia Grass			
 TURFGRASS Turfgrass Sod Fescue Mix; RE: Notes / Fescue Sod				 TURFGRASS Turfgrass Sod Fescue Mix; RE: Notes / Fescue Sod		 TURFGRASS Turfgrass Sod Fescue Mix; RE: Notes / Fescue Sod		 TURFGRASS Turfgrass Sod Fescue Mix; RE: Notes / Fescue Sod	

Preliminary Development Plan
24-0188
Creekside Industrial Complex
Parkville, Platte County, MO

Landscape Plan

1 11/20/2024 Mr. City Council
2 10/24/2024 Original Submittal
NO DATE REVISION
DRAWN BY: AL CHECKED BY: AL
816.800.9950
www.mc-consulting.com
Renaissance Infrastructure Consulting
1000 E 17th Street
Kansas City, Missouri 64108
MC Certificate of Authority: E-201003303

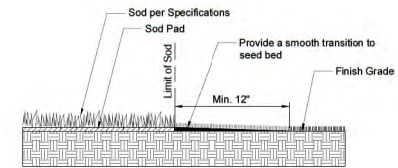
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LANDSCAPE NOTES

1. LOCATE UTILITIES PRIOR TO COMMENCING LANDSCAPE OPERATIONS. ALL TREES SHALL BE FIELD POSITIONED AS TO AVOID CONFLICTS WITH EXISTING AND PROPOSED UTILITIES. NOTIFY LANDSCAPE ARCHITECT OF ANY CONFLICTS OR OBSTRUCTIONS.
2. CONTRACTOR SHALL STAKE ALL PLANTING AREAS IN THE FIELD PRIOR TO PLANTING FOR APPROVAL OF THE OWNER OR THEIR REPRESENTATIVE.
3. QUANTITIES SHOWN ARE FOR REFERENCE ONLY. CONTRACTOR SHALL VERIFY ALL PLANT QUANTITIES PRIOR TO BIDDING AND SHALL BE RESPONSIBLE FOR ALL QUANTITIES FOR THEIR BID. ANY DISCREPANCIES WITH THE PLAN SHALL BE BROUGHT TO THE ATTENTION OF THE LANDSCAPE ARCHITECT. THE PLAN QUANTITIES SHALL SUPERCEDE SCHEDULED QUANTITIES.
4. PLANT SYMBOLS ON LANDSCAPE PLAN ARE SHOWN AT FULL MATURE SIZE. ACTUAL PLANT SIZES AT INSTALLATION MAY BE SMALLER AND SHALL BE THE MINIMUM PLANTING SIZE SPECIFIED IN PLANT SCHEDULE.
5. ALL PLANT MATERIAL SHALL BE SPECIMEN QUALITY AND SHALL COMPLY WITH RECOMMENDATIONS AND REQUIREMENTS OF ANSI Z60.1 THE 'AMERICAN STANDARD FOR NURSERY STOCK'.
6. ALL PLANTING BEDS & NATIVE GRASS STANDS SHALL BE EDGED AS SHOWN IN PLAN.
7. PREPARE PLANTING BEDS AND INCORPORATE AMENDMENTS ACCORDING TO PLANS.
8. SHREDDED HARDWOOD MULCH, PER SPECIFICATIONS SHALL BE USED AS A THREE INCH (3") TOP DRESSING IN ALL PLANTING BEDS AND AROUND ALL TREES. SINGLE TREES AND SHRUBS SHALL BE MULCHED TO THE OUTSIDE EDGE OF THE SAUCER OR LANDSCAPE ISLAND.
9. ALL TREES SHALL BE STAKED PER DETAIL.
10. ALL PLANT MATERIAL SHALL BE INSTALLED TO ALLOW A ONE FOOT (1') CLEARANCE BETWEEN PLANT AND ADJACENT PAVEMENT.
11. THE LANDSCAPE CONTRACTOR SHALL NOT COMMENCE WORK UNTIL THE SITE IS FREE OF DEBRIS CAUSED BY ON-GOING CONSTRUCTION OPERATIONS. REMOVAL OF DEBRIS SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR. LANDSCAPE WORK SHALL NOT BEGIN UNTIL THE LANDSCAPE ARCHITECT AND OWNER HAVE GIVEN WRITTEN APPROVAL FOR SUCH. THERE SHALL BE NO DELAYS DUE TO LACK OF COORDINATION FOR THIS ACTIVITY.
12. THE LANDSCAPE ARCHITECT AND OWNER SHALL APPROVE GRADES AND CONDITION OF SITS PRIOR TO SODDING/SEEDING OPERATIONS.
13. ALL AREAS DISTURBED DURING CONSTRUCTION AND NOT DESIGNATED FOR OTHER PLANTINGS OR HARDSCAPE SHALL BE SODDED WITH TURF TYPE FESCUE.
14. ALL LANDSCAPE AREAS SHALL BE IRRIGATED. TURF AREAS SHALL BE IRRIGATED BY SPRAY OR ROTOR. PLANT BEDS SHALL BE IRRIGATED BY DRIP IRRIGATION. IRRIGATION SYSTEM SHALL INCLUDE AUTOMATIC RAIN-SENSOR DEVICE. IRRIGATION SHOP DRAWINGS SHALL BE PROVIDED BY THE CONTRACTOR FOR APPROVAL. PRIOR TO CONSTRUCTION.
15. ALL DECORATIVE GRAVEL SHALL BE INSTALLED OVER GEOTEXTILE FABRIC (MIRAFI 140N OR APPROVED EQUAL).

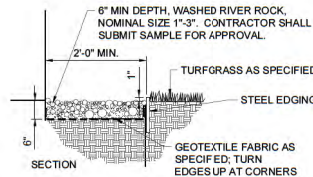


TYPICAL UTILITY BOX SCREENING DETAILS - NTS



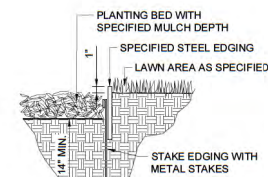
- NOTES:
1. CONTRACTOR SHALL PROVIDE A SMOOTH TRANSITION FROM SODDED AREAS TO SEEDDED AREAS.

SEED TO SOD TRANSITION DETAIL



- NOTES:
1. SET ALL EDGING 1" ABOVE FINISH GRADE AS SHOWN.
 2. EDGING SHALL ABUT ALL CONCRETE CURBS AND WALKS PERPENDICULAR AND FLUSH WITH TOP OF CONCRETE.
 3. ALL JOINTS SHALL BE SECURELY STAKED.
 4. CONTRACTOR SHALL CUT TOP EDGES AS NEEDED TO BE PARALLEL WITH GRADE.
 5. ALL GRAVEL SHALL BE INSTALLED OVER A GEOTEXTILE FABRIC (MIRAFI 140N OR APPROVED EQUAL).
 6. GRAVEL SHALL BE APPROVED BY OWNER PRIOR TO INSTALLATION. FILTER FABRIC SHALL NOT BE VISIBLE AFTER GRAVEL INSTALLATION.

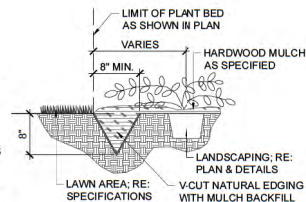
MOW EDGE DETAIL - NTS



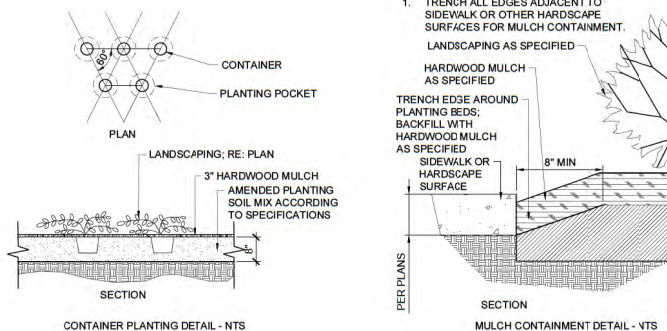
- NOTES:
1. EDGING PER SPECIFICATIONS. SET ALL EDGING 1" ABOVE FINISH GRADE (TURF) SURFACE AS SHOWN.
 2. EDGING SHALL ABUT ALL CONCRETE CURBS AND WALKS PERPENDICULAR AND FLUSH WITH TOP OF CONCRETE.
 3. ALL JOINTS SHALL BE SECURELY STAKED.
 4. FINISH SHALL BE POWDER COAT, COLOR: GREEN. CONTRACTOR SHALL SUBMIT COLOR SAMPLE TO OWNERS REPRESENTATIVE PRIOR TO PURCHASE.
 5. CONTRACTOR SHALL LOCATE AND MARK ALL PLANT BED LOCATIONS PRIOR TO INSTALLATION OF STEEL FOR FINAL APPROVAL BY OWNER OR LANDSCAPE ARCHITECT.

STEEL EDGING DETAIL - NTS

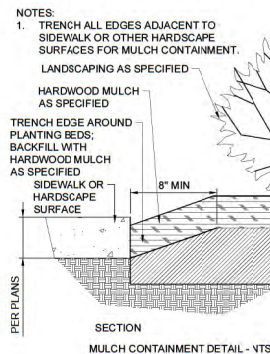
- NOTES:
1. CONTRACTOR SHALL LOCATE AND MARK ALL PLANT BED LOCATIONS PRIOR TO EXCAVATING FOR FINAL APPROVAL BY OWNER OR LANDSCAPE ARCHITECT.
 2. TRANSITION TO MULCH CONTAINMENT DETAIL AT ALL LOCATIONS ADJACENT TO CURBS & SIDEWALKS. RE: DETAIL, THIS SHEET.
 3. CONTRACTOR TO VERIFY ALL UTILITY LOCATIONS PRIOR TO TRENCHING OR LANDSCAPE INSTALLATION.



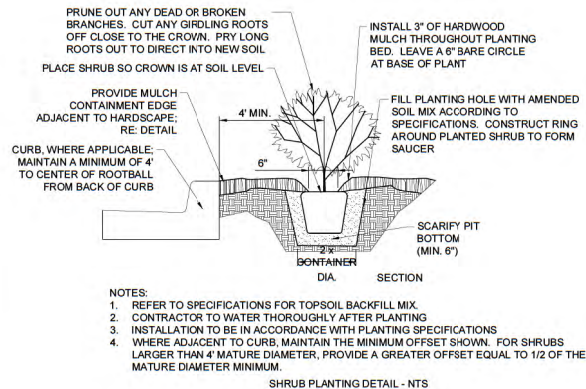
V-CUT NATURAL EDGE DETAIL - NTS



CONTAINER PLANTING DETAIL - NTS

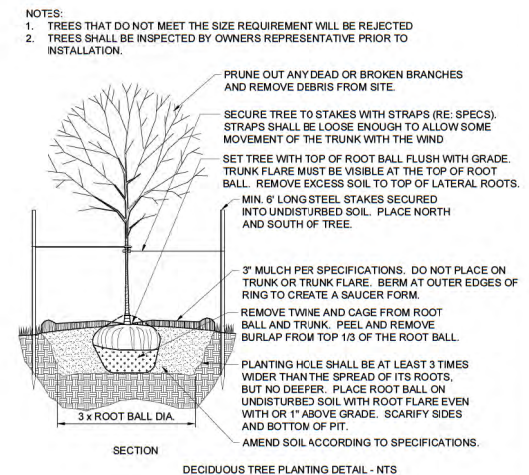


MULCH CONTAINMENT DETAIL - VTS



- NOTES:
1. REFER TO SPECIFICATIONS FOR TOPSOIL BACKFILL MIX.
 2. CONTRACTOR TO WATER THOROUGHLY AFTER PLANTING.
 3. INSTALLATION TO BE IN ACCORDANCE WITH PLANTING SPECIFICATIONS.
 4. WHERE ADJACENT TO CURB, MAINTAIN THE MINIMUM OFFSET SHOWN. FOR SHRUBS LARGER THAN 4" MATURE DIAMETER, PROVIDE A GREATER OFFSET EQUAL TO 1/2 OF THE MATURE DIAMETER MINIMUM.

SHRUB PLANTING DETAIL - NTS



DECIDUOUS TREE PLANTING DETAIL - NTS

1	11/08/2024	Per City Comments
2	10/08/2024	Original Submittal
NO	DATE	REVISION

DRAWN BY: AL CHECKED BY: AL

addendum
Nov 05, 2024 9:53am
C:\Users\jmc\OneDrive\Documents\2024\24-0188\24-0188-01\24-0188-01.dwg



Preliminary Development Plan

24-0188
Creekside Industrial Complex
Parkville, Platte County, MO

Creekside Industrial
Development

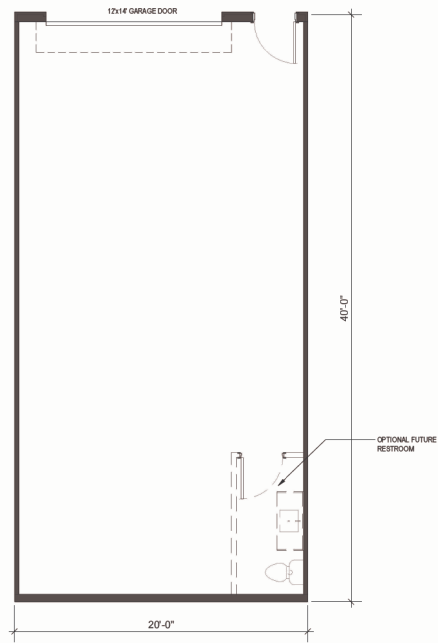
NO.	DATE	REVISION
1	11/05/2024	Per City Comments
2	10/05/2024	Original Submission

DRAWN BY: AL CHECKED BY: AG

**Renaissance
Infrastructure
Consulting**
400 E 17th Street
Kansas City, Missouri 64108
816.800.0950
www.ri-consult.com
M.O. Certificate of Authority: E-201003303

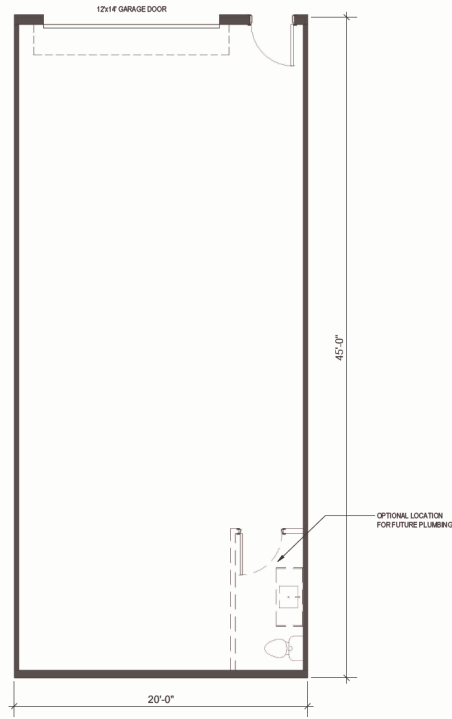
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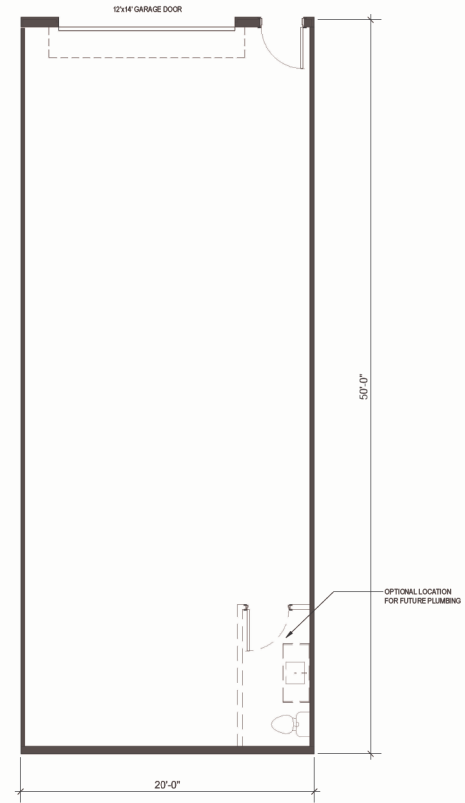
③ 20' x 40' UNIT PLAN
1/4" = 1'-0"

800 SF



② 20' x 45' UNIT PLAN
1/4" = 1'-0"

900 SF



① 20' x 50' UNIT PLAN
1/4" = 1'-0"

1000 SF

Schematic

DATE:
8/1/2022
JOB NO.
723621
DRAWN BY:
Author
SHEET NO.

A1.00

Commercial:
Contractor Garages
Lot 5
Parkville, Platte County, Missouri

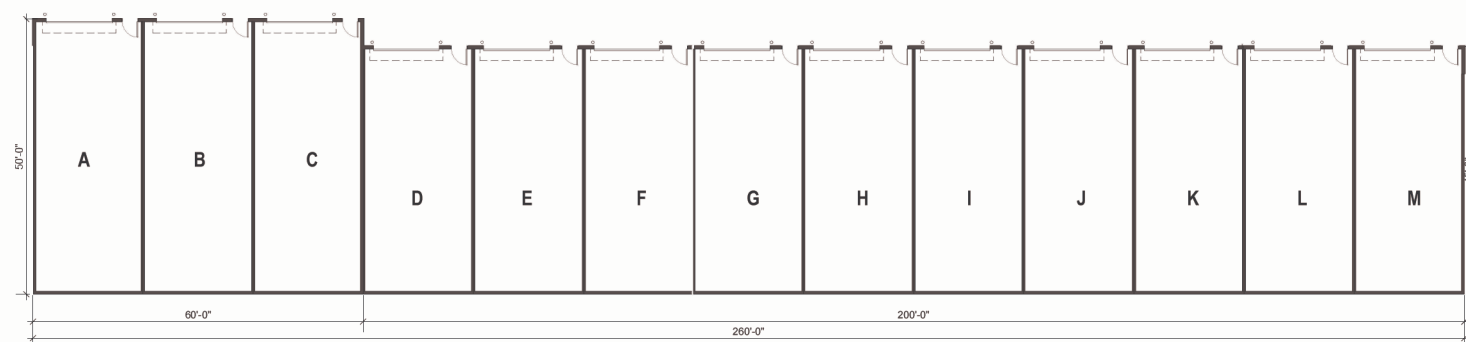
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REVISIONS:

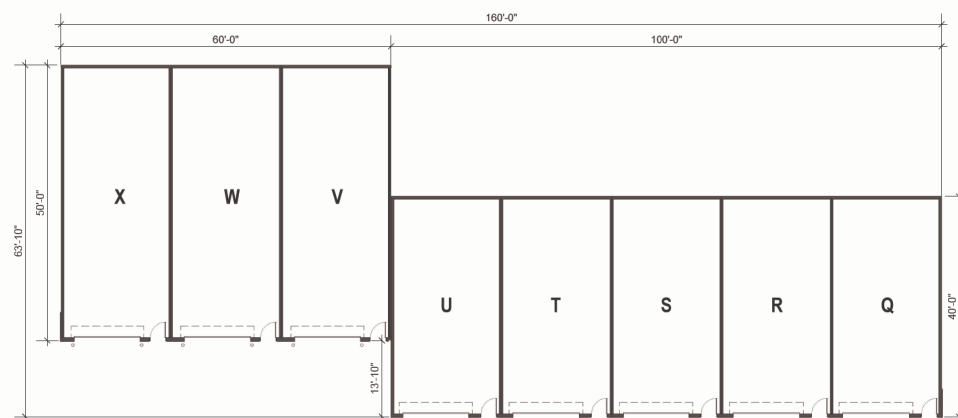


NSPJ
ARCHITECTS^{INC.}
ARCHITECTURE
LANDSCAPE
ARCHITECTURE
ENERGY SERVICES
P. 913.831.1415
F. 913.831.1563
NSPJARCH.COM
3515 W. 25TH ST. SUITE 201
PRAIRIE VILLAGE, KS 66208

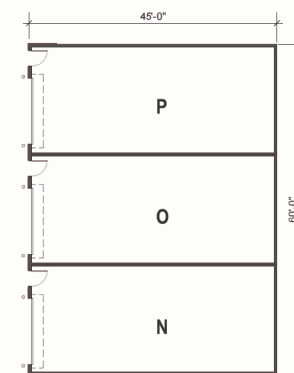
AREA UNIT MIX					
BLDG #	UNIT TYPE	AREA PER UNIT	# OF UNITS	% OF TOTAL	TOTAL AREA
1	A1	1000 SF	3	14%	3000 SF
	A2	900 SF	10	41%	9000 SF
			13	55%	12000 SF
2	A2	900 SF	3	12%	2700 SF
			3	12%	2700 SF
3	A1	1000 SF	3	14%	3000 SF
	A3	800 SF	5	19%	4000 SF
			8	33%	7200 SF



BUILDING PLAN
BUILDING 1
3/32" = 1'-0"



2 BUILDING PLAN
BUILDING 3
3/32" = 1'-0"



1 BUILDING PLAN
BUILDING 2
 $\frac{3}{32}'' = 1'-0''$

NSPJ
ARCHITECTS[®]
3515 W. 75TH ST., SUITE 201
PRAIRIE VILLAGE, KS 66208
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F. 913.831.1563
NSPJARCH.COM
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Commercial:
Contractor Garages
Lot 5
Parkville, Platte County, Missouri

DRAWING RELEASE LOG

△ REVISIONS

DATE:
8/1/2022
JOB NO.
723621
DRAWN BY:
Author
SHEET NO.

Schematic

SHEET NO.
A2.00







NSPJ



Staff Analysis

<u>Agenda Item:</u>	5.A; 5.B
<u>Proposal:</u>	Application for Zoning Map Amendment and an Application for Preliminary Development Plan for Creekside Industrial Complex, a planned industrial development consisting of five lots and three tracts on 17.36 acres, more or less, generally located to the east of the Creekside Ballfields and to the west of Interstate 435 in Parkville, MO 64152.
<u>Staff Recommendation:</u>	Approval
<u>Case No:</u>	PZ 2024-27; PZ 2024-28
<u>Applicant and Owners:</u>	Brian Mertz, Parkville Industrial, LLC
<u>Location:</u>	Generally located east of Creekside Ballfields and west of Interstate 435
<u>Zoning:</u>	Existing: Platte County "RE" Rural Estate Proposed: "I-2-P" Planned Light Industrial
<u>Parcel #s:</u>	Platte County parcel # 20-4.0-18-000-000-011.000 (17.36 acres, more or less)
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Zoning Map Amendment (Case No. PZ 2024-27) C. Application for Preliminary Development Plan (Case No. PZ 2024-28) D. Subject Area Property Map E. Creekside Industrial Complex – Preliminary Development Plans (prepared by Renaissance Infrastructure Consulting; dated October 4, 2024, revised November 8, 2024) F. Notice of Public Hearing placed on the subject property G. Additional exhibits as may be presented at the public hearing
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (https://www.ecode360.com/PA3395-DIV-05) 1. Section 403.030 Zoning Map Amendment 2. Section 403.040 Master Planned Development 3. Section 405.010 Zoning Districts Established 4. Section 405.020 Districts & Uses 5. Section 405.030 Standards Applicable to All Districts B. Parkville Master Plan (http://parkvillemo.gov/departments/community-development-department/master-plan/)

- C. Notice of Public Hearing mailed certified mail to owners within 185 ft. of the subject property
- D. Hearing notice published in The Platte County Landmark newspaper on October 23, 2024
- E. Hearing notice published on the Parkville City webpage (<http://parkvillemo.gov/government/public-hearings/>)
- F. PRELIMINARY MACRO-STORMWATER DRAINAGE STUDY (prepared by Renaissance Infrastructure Consulting; dated October 4, 2024)

Comments

Received:

The Community Development Department has received no public comments as of the drafting of this staff report.

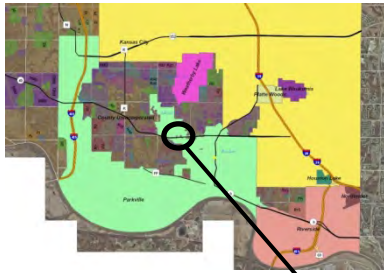
Overview

The applications propose rezoning and re-platting the subject property to accommodate Creekside Industrial Complex, a planned industrial development consisting of five lots for industrial buildings and three tracts. The development includes internal circulation, private drives, and parking. The applicant proposes upgrading the existing private drive to City street standards and establishing a new public road that would extend from 45 Highway to the northern limits of the subject property.

The applicant proposes rezoning the subject property, Platte County parcel #20-4.0-18-000-000-011.000 (17.36 acres, more or less) from Platte County "RE" Rural Estate to City of Parkville "I-2-P" Planned Light Industrial District in conjunction with the preliminary development plan for Creekside Industrial Complex. Per the City of Parkville's Development Code, a property maintaining a Platte County zoning designation must be rezoned to a City of Parkville zoning district prior to development. The subject property is currently unplatted and undeveloped.

This project is bounded by the existing Creekside Ballfields to the west, an existing single-family residence to the south, and a regional sewer lift station and Interstate 435 to the east.

These applications have been reviewed against the City of Parkville's Development Code, including the applicable general requirements in Table 403-1, Section 403.010, Section 403.030, Section 403.040, and Section 403.050. Per these requirements, notice of the public hearing has been published in a newspaper in general circulation in the City, The Platte County Lankdmark newspaper on October 23, 2024; a sign announcing the time, place and nature of the public hearing was placed on the subject property within view from public right of way; and mailed notice via certified mail was provided to all property owners within 185 ft. of the subject properties.



Legend



Subject property parcel proposed for rezoning and preliminary development plan area



Subject Area Property Map

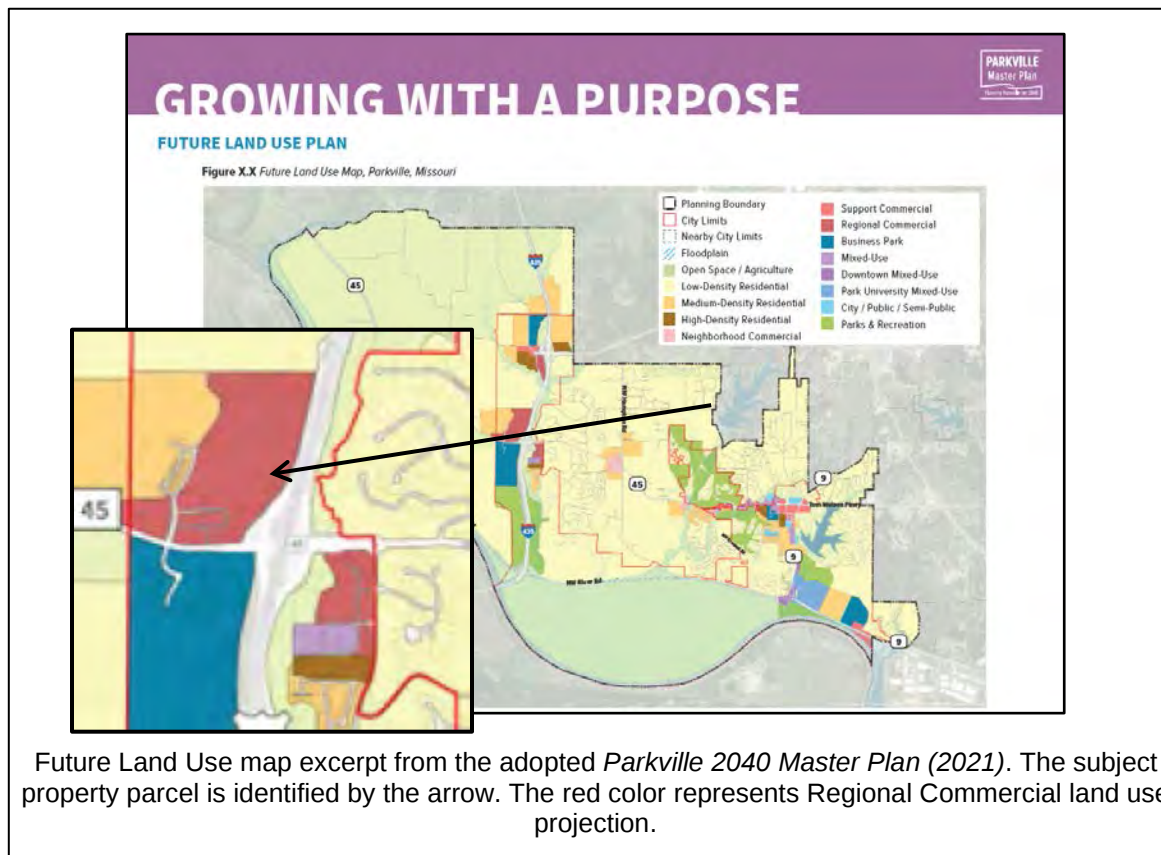
Review and Analysis

Zoning Map Amendment (Case No. PZ24-27)

The applications have been reviewed against the Parkville Municipal Code, including the applicable “I-2-P” zoning district regulations, the adopted *Parkville 2040 Master Plan (2021)* and its Future Land Use Map. Parkville Municipal Code, Section 403.030, Subsection B. provides review criteria for how the Planning and Zoning Commission shall determine if a zoning map amendment is appropriate. The following are staff’s findings and conclusions.

- 1. The application is consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan, and in particular the relationship of land uses within the proposed district and relationship with uses existing or anticipated in surrounding districts.**

The *Parkville 2040 Master Plan (2021)* projects a Regional Commercial land use for the subject property. This use is primarily comprised of large-scale, auto-oriented uses.



The proposed industrial park land use is similar in character to the uses on the southwest corner of the intersection of I-435 and 45 Highway.

- 2. The character of the neighborhood, including the design of streets, civic spaces and other open spaces; the scale, pattern and design of buildings; the zoning of property and compatibility of potential future uses; and the operation and uses of land and buildings.**

The subject property is located between the existing Creekside Ballfields to the west and I-435 to the east. There is substantial grade separation and existing vegetation between the subject property and those existing features. There is an existing single-family residence immediately to the south of the project. Staff has communicated the need for construction to be aware of this sensitive use. Additionally, an existing City of Parkville/Platte County Regional Sewer District sewer lift station is located to the southeast corner of the subject property.

3. The application furthers the intent of the proposed zoning district and supports that of any abutting zoning districts, and in particular the building form, site design, and other development patterns and urban design aspects of the proposed project in furthering the intent.

In conjunction with the proposed preliminary development plan (Case No. PZ 2024-28), the application for zoning map amendment furthers the intent of the I-2 Light Industrial District. The I-2 Light Industrial District provides manufacturing, service and business uses relatively free from noise, dust, and odor within buildings and on well-landscaped sites. This district should be used to provide employment and manufacturing uses that will not have significant impact on adjacent uses.

4. Compliance of any proposed development with the requirements of the development code, and the intent or design objectives associated with any specific standards.

The application for zoning map amendment is proposed in conjunction with preliminary development plans (Case No. PZ 2024-28).

5. The ability of the City or other government agencies to provide any services, facilities or programs that might be required if the application were approved.

The proposed rezoning does not appear to significantly impact the ability for the City or other governmental agencies to respond with public and emergency services; this includes police, fire and the ability to maintain the peace.

6. The effect of approval on the condition or value of property in the city or in the vicinity including the likelihood of surrounding areas to be developed in accordance with the Master Plan.

Approval of the zoning map amendment would substantially increase the value of the subject property parcels, as the parcels would be rezoned to a City of Parkville district and be permitted for the variety of industrial uses allowed by the City's Title IV – Development Code. In turn, the rezoning would increase taxable assessments on the subject property once developed to the extent of the associated preliminary development plans.

7. The consistency of the application with other adopted policies of the City, including any other relevant implications of the change beyond any specific proposed project.

The application has been reviewed against the Parkville Municipal Code, including the applicable "I-2-P" zoning district regulations; as well as the adopted *Parkville 2040 Master Plan (2021)* and its Future Land Use Map. The associated preliminary development plan (Case No. PZ 2021-14) is considered a master planned development and can consider relevant impacts to the proposed project.

8. The recommendations of professional staff or other technical reviews associated with the application.

Staff recommends approval of the application for Zoning Map Amendment.

Preliminary Development Plan (Case No. PZ24-28)

The master planned development process is intended for development concepts that require a higher degree of specific planning based on the complexity of the project, the relationship of the site to the context, and the ability to meet or exceed the purpose, intent and objectives of the Development Code through more flexible application of the standards. This preliminary development plan application is the first of two steps through the process which generally looks at: *Public Realm Plan* (e.g., location, streets/circulation, and stormwater management), *Development Plan* (e.g., building types/scales, building design), *Existing Conditions* (e.g., infrastructure, utilities, and vegetation), *Public Input Summary* (e.g., previously adopted plans), *Phasing or Implementation*, and an *Illustrative Plan* (applicable renderings).

Parkville Municipal Code, Section 403.040, Subsection C. provides criteria for how the Planning and Zoning Commission shall determine if a preliminary development plan is appropriate. The following are staff's findings and conclusions for the preliminary development plans (Case No. PZ 2024-28).

1. The plan represents an improvement over what could have been accomplished through strict application of otherwise applicable base zoning district standards, based on the goals of the Master Plan, and based upon generally accepted planning and design practice.

Due to the size, scale and complexity of the project, a master planned development represents an improvement to a traditional major site plan development, and can better meet the goals of the adopted *Parkville 2040 Master Plan (2021)*. The preliminary development plans allows the intentional subdivision of property and placement of public streets and private access drive to support a phased approach for construction of the lots for light industrial uses.

2. The benefits from any flexibility in the standards proposed in the plan promote the general public health, safety and welfare of the community, and in particular of the areas immediately near or within the proposed project, and are not strictly to benefit the applicant or a single project.

An advantage of having a master planned development for the subject property is that public health, safety and welfare can be addressed through the site planning process; specifically building location/orientation, landscaping/buffering, lighting, circulation/access, and stormwater management.

3. The benefits from any flexibility in the standards proposed in the plan allow the project to better meet or exceed the intent statements of the base zoning district(s) and the standards proposed to be modified when applied to the specific project or site.

The Master Planned Development process allows for a holistic review of the property which is specifically beneficial for light industrial uses, to ensure that impacts on surrounding properties are minimized.

4. The plan reflects generally accepted and sound planning and urban design principles with respect to applying the Master Plan and any specific plans to the area.

The *Parkville 2040 Master Plan (2021)* projects a Regional Commercial future land use for the subject property. The light industrial land use meets this projection due to the large scale and auto-oriented nature.

5. The plan meets all of the review criteria for a zoning map amendment.

The preliminary development plan is proposed in conjunction with an application for zoning map amendment (Case No. PZ 2024-27) to rezone the subject property from its current Platte County “RE” Rural Estate zoning designation to City of Parkville “I-2-P” Light Industrial District zoning designations.

Staff Conclusions and Recommendations

Zoning Map Amendment (Case No. PZ24-27)

Staff concludes that, with the exceptions noted above: The proposed “I-2-P” district can be consistent with the future land use projections of the *Parkville 2040 Master Plan (2021)*, is appropriate and compatible to the character of the existing surrounding neighborhoods. The application for zoning map amendment complies with the requirements of the Title IV – Development Code as shown in the accompanying Creekside Industrial Complex preliminary development plan (Case No. PZ 2024-27); does not appear to significantly impact the ability for the City or governmental agencies to respond with public and emergency services (including police, fire and the ability to maintain the peace); would substantially increase the value of the subject property parcels if developed to the extent of the associated preliminary development plan.

Preliminary Development Plan (Case No. PZ24-28)

Staff concludes that, with the exceptions noted above: The proposed preliminary development plan accomplishes the goals of the *Parkville 2040 Master Plan (2021)* through a master planned approach vs. piece meal development; reflects generally accepted and sound planning and urban design principles with respect to applying the adopted *Parkville 2040 Master Plan (2021)*; meets all review criteria for a zoning map amendment; and meets the City's applicable subdivision regulations and standards, site and landscape design standards, access and parking, sign standards, and minimum standards thereof.

Following review, staff recommends approval of the Application for Zoning Map Amendment (Case No. PZ 2024-27) and Application for Preliminary Development Plan (Case No. PZ 2024-28). Staff bases this decision on the merits of the application and the findings and conclusions in the report, subject to the following conditions:

Preliminary Development Plan

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
2. The subject property be platted via an Application for Subdivision – Final Plat — prior to construction permits being issued.
3. The applicant address comments/findings from the City's independent review (performed by VSM Engineering, LLC) of the submitted stormwater drainage study.
4. Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the

public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Zoning Map Amendment and Application for Preliminary Development Plan, supporting information, associated exhibits, factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning and Zoning Commission's action will be forwarded to the Board of Aldermen on December 3, 2024 for first action.

End of Memorandum



Brad Stanton, AICP
Planner

11-08-2024
Date

ITEM 5.A.1.

For 12/3/2024

Board of Aldermen Meeting

**CITY OF PARKVILLE
Policy Report**

Date: November 1, 2024

Prepared By:

Karla Shewell, Deputy City Clerk/Finance
Specialist

Reviewed By:

Bryan Kidney, Deputy City Administrator/Finance
Director

ISSUE:

Accounts Payable

BACKGROUND:

The Accounts Payable and Payroll reports attached here represent the transactions for the period November 20, 2024, through December 3, 2024:

- Accounts Payable
- Payroll - including taxes paid and benefits paid

The reports are broken down into the following categories:

- Regular Accounts Payable - paid via check
- Direct Accounts Payable - paid via bank draft
- Payroll, Taxes & Benefits - paid via direct deposit & bank draft

STRATEGIC GOAL(S):

- Operational Excellence
- Communications Best Practices

BUDGET IMPACT:

Accounts Payable (Regular)	\$203,215.94
Payroll (1 period)	\$99,487.90
Payroll Taxes Paid	\$10,491.81
Benefits Paid	\$24,239.13
Total	\$337,434.78

ALTERNATIVES:

N/A: Informational Purposes

FINANCE COMMITTEE RECOMMENDATION:

The item was not presented to the Finance Committee, but is being taken directly to the Board of Aldermen for consideration RSMo. 79.300.

STAFF RECOMMENDATION:

Staff recommends the release of funds as summarized in the attached statements.

POLICY:

In accordance with RSMo. 79.300, all disbursements must be approved by the Mayor and City's Treasurer and attested by the City Clerk.

SUGGESTED MOTION:

As this item is a staff update, no motion is necessary.

ATTACHMENTS:

1. AP & Payroll Registers

11/26/2024 2:50 PM
PACKET: 08440 Regular Payments - 12.03.24
VENDOR SET: 01
BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER
**** CHECK LISTING ****

PAGE: 1

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02018	Ace ImageWear I-1443133	Shop Towels - PST	R	12/03/2024		26.41CR	046939	26.41
03096	Alyssa Roberts I-038336 I-91938	Reimb Trng Food PizHut-Admin TuitionReimb-Summer2024-Admin	R R	12/03/2024 12/03/2024		147.65CR 1,314.00CR	046940 046940	1,461.65
02676	Armstrong Teasdale LLP I-3276350 I-3289893	Legal Creekside 435 Dev-Admin Legal Creekside 435Dev-Admin	R R	12/03/2024 12/03/2024		18,710.00CR 10,000.00CR	046941 046941	28,710.00
02996	Axiom Instrumentationl Services (AIS) I-20-2291 I-20-2315	SCANMoniTool 8ParamtrLicKey-PW SCADA OutputCard&Cable-Sewer	R R	12/03/2024 12/03/2024		212.00CR 893.51CR	046942 046942	1,105.51
01951	Brenntag Mid-South, Inc I-4306871-00	Robin 4000 07/30/24 - Sewer	R	12/03/2024		15,490.45CR	046943	15,490.45
03049	Bryan Kidney I-246194	ReimbWidexHeadphAdptr-Admin	R	12/03/2024		250.00CR	046944	250.00
01454	Embassy Landscape Group Inc I-155755 I-156494	LtContrlRepairWaterFeat-PST 1310 Walnut Code Enfmt-CD	R R	12/03/2024 12/03/2024		1,218.85CR 600.00CR	046945 046945	1,818.85
00967	Environmental & Process I-IM2410-03	WA2 ClarifierHYDBoxRebld-Sewer	R	12/03/2024		13,045.00CR	046946	13,045.00
03197	ETC Institute I-32979	MstrPlanSurveyAdminInv#3-PST	R	12/03/2024		3,000.00CR	046947	3,000.00
03174	Fisher Patterson Sayler & Smith, LLP I-110295	NLConstLigation thru 10/31/24	R	12/03/2024		23,990.64CR	046948	23,990.64
03225	Flock Group Inc. I-INV-52366	AnnMntContrt11/2024-11/2025-PD	R	12/03/2024		29,000.00CR	046949	29,000.00
03093	Fluid Equipment/Cogent I-5607217 I-5607226 I-5607275	WA36 PinecstEmergTrblsht-Sewer WA37 National PSSealFail-Sewer WA38 Mcafee PS ABS Install-Sew	R R R	12/03/2024 12/03/2024 12/03/2024		11,969.87CR 1,975.00CR 675.00CR	046950 046950 046950	14,619.87

11/26/2024 2:50 PM
PACKET: 08440 Regular Payments - 12.03.24
VENDOR SET: 01
BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER
**** CHECK LISTING ****

PAGE: 2

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00521	Fry & Associates, Inc. I-FRYQ66015-DEP	DepGatewayPkBench-PST	R	12/03/2024		1,725.00CR	046951	1,725.00
00051	Galls, Inc. I-029726131	Name Plate Allard-PD	R	12/03/2024		12.93CR	046952	12.93
00269	General Code I-PG000038880	MuniCodeUpdateSup#32-Admin	R	12/03/2024		1,630.00CR	046953	1,630.00
01485	George Butler Associates I-84672	DT TriA Study09/28-10/25-CIP	R	12/03/2024		48,147.27CR	046954	48,147.27
01394	Homestead Landscaping LLC I-301626	Playground Mulch 4yds-PST	R	12/03/2024		166.00CR	046955	166.00
03154	ICC CDS, LLC I-PC0000033904	LaserficheFormsTrng-Admin	R	12/03/2024		1,400.00CR	046956	1,400.00
01896	KC Wireless Inc I-62118	V606 Video System Repair - PD	R	12/03/2024		80.00CR	046957	80.00
02894	Menards I-78422	Heater for RR/TruckBarLts-Stre	R	12/03/2024		122.43CR	046958	122.43
03170	OWN, Inc (Formerly Anderson Engineering) I-131294	Platte38Field InspectionRvw-PW	R	12/03/2024		721.00CR	046959	721.00
01739	Print Time I-1321674-IN	BusCardsAllwood500ea-PD	R	12/03/2024		25.00CR	046960	25.00
02591	ProServ I-278108 I-278117	SmCopier10/18/24-11/17/24-Admn Yrly Copier 11/2024-11/2025-PD	R 12/03/2024 R 12/03/2024			12.51CR 424.66CR	046961 046961	437.17
00114	Rampart Security, Inc. I-89513	Security Sys Shop - Streets	R	12/03/2024		20.00CR	046962	20.00
02916	Renaissance Infrastructure Consulting I-24-0864	WhAloeBranchStabilization-PST	R	12/03/2024		6,770.00CR	046963	6,770.00
01976	RMI Golf Carts I-INV-39070	Golf Cart Diag/Repair-PNS	R	12/03/2024		26.29CR	046964	26.29

11/26/2024 2:50 PM
PACKET: 08440 Regular Payments - 12.03.24
VENDOR SET: 01
BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER
**** CHECK LISTING ****

PAGE: 3

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00378	Rockridge Quarry I-309897 I-310189	Fall Yard Waste 11/10/24-Stree Fall Yd Waste 11/17/24-Streets	R	12/03/2024 12/03/2024		444.00CR 399.00CR	046965 046965	843.00
03054	She Digs It I-24081	WAll SP AirValveReplmt-Sewer	R	12/03/2024		4,750.00CR	046966	4,750.00
00154	T-Ray Specialties Inc. I-44206	RR TP - PST	R	12/03/2024		156.45CR	046967	156.45
01083	UMB Bank, N.A. I-DEC2024	Dec2024 SRF Bond Pmt - Sewer	R	12/03/2024		2,500.00CR	046968	2,500.00
00208	USA BlueBook I-INV00407153	Stenner Pump - WWTF - Sewer	R	12/03/2024		1,165.02CR	046969	1,165.02

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	31	0.00	203,215.94	203,215.94
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	31	0.00	203,215.94	203,215.94

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

11/26/2024 2:50 PM
PACKET: 08440 Regular Payments - 12.03.24
VENDOR SET: 01
BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER
**** CHECK LISTING ****

PAGE: 4

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
10	12/2024	38,423.80CR
30	12/2024	52,675.85CR
40	12/2024	142.43CR
41	12/2024	13,062.71CR
42	12/2024	29,542.59CR
60	12/2024	26.29CR
90	12/2024	48,147.27CR
94	12/2024	21,195.00CR
=====		
ALL		203,215.94CR

DEPT: ALL

PAYROLL NO#: 01

PAY PERIOD BEGINNING: 11/09/2024

PAY PERIOD ENDING: 11/22/2024

*** G R A N D T O T A L S ***

-----EARNINGS-----			-----BENF/REIMB-----		-----DEDUCTIONS-----				-----TAXES-----			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
PSAL	0.00	2,907.76	LIFE	173.62	EMP	EMP	24.00		FED W/H	131,434.03	14,550.22	
SLRY	820.00	45,203.24			KC2	KC2	484.44		ST WH MO	131,434.03	4,682.00	
REG	2,097.20	61,345.10			R4A	457FL	4990.00		FICA	137,148.03	8,503.18	8503.18
BAIL	2.00	96.30			R4M	457M	724.00	349.21	MEDI	137,148.03	1,988.63	1988.63
OVT	111.80	5,540.42			RLE	RLE		15686.75				
VAC	173.04	6,163.11			RPD	RPD		8203.17				
SICK	98.20	3,422.74			RR%	RR%	815.04					
HOL	276.00	10,130.94			RRA	RRA	725.00					
BER	8.00	206.48										
CE	19.20	0.00										
CELL	0.00	225.00										
AUTO	0.00	1,733.32										
TOTALS:	3,605.44	136,974.41		173.62			7762.48	24239.13			29,724.03	10491.81

-----DEPARTMENT RECAP-----									
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
10-01	38,639.12	7,247.67	42.50	6,653.88	24,622.60	72.47	4,117.00	8,447.47	26,002.18
10-05	40,630.36	23,228.37	5,140.06	3,773.58	8,414.22	74.13	2,378.78	9,222.10	28,955.35
10-10	3,806.03	3,225.07	139.76	386.05	55.00	0.15	58.89	618.99	3,128.00
10-15	9,382.81	4,133.54	0.00	935.50	4,309.76	4.01	2.00	2,057.11	7,319.69
10-18	14,829.99	7,936.47	0.00	3,008.38	3,876.76	8.38	893.72	3,349.14	10,578.75
10-20	14,735.06	9,290.80	218.10	2,914.96	2,304.64	6.56	204.19	2,952.93	11,571.38
10-25	14,465.36	8,606.56	0.00	2,176.00	3,674.88	7.92	107.90	2,975.85	11,373.69
10-35	659.30	584.38	0.00	74.92	0.00	0.00	0.00	100.44	558.86
TOTALS	137,148.03	64,252.86	5,540.42	19,923.27	47,257.86	173.62	7,762.48	29,724.03	99,487.90

REGULAR INPUT: 56

MANUAL INPUT: 0

CHECK STUB COUNT: 0

DIRECT DEPOSIT STUB COUNT: 56

City of Parkville - Development Tracking Spreadsheet

Residential Developments										
Project Name	Address	Parcel No.	Detail	Date Submitted	Approved	Status	Change in Status from Last Month	Construction Start Date	Completion Date	Staff Contact
Platte 38	West of The National 7th Plat	20-8.0-27-100-002-006.000	27 duplex lots and 9 detached home lots	11/1/2021	Yes	Under construction	No change	1/4/2022	2024	Stephen Lachky
Sanctuary At Riss Lake	MO-9 Hwy and Lakeview Dr	20-7.0-26-400-006-001.000	19 duplex lots and 4 tracts of open space	12/28/2021	Yes	Under construction	No change	1/18/2022	2024	Stephen Lachky
Village On The Green East	MO-45 Hwy and Lake Crest Ln	20-7.0-26-200-002-003.001	23 cluster townhomes and 7 1-3 story townhomes	8/6/2021	Yes	Approved	No change	-	2026	Brad Stanton
Village On The Green West	MO-45 Hwy and Lake Crest Ln	20-8.0-27-100-002-002.002	23 cluster townhomes and 7 1-3 story townhomes	8/6/2021	Yes	Approved	No change	-	2026	Brad Stanton
Woods At Creekside 4th Plat	West of Woods At Creekside 3rd Plat	20-4.0-18-000-000-010.003	28 detached home lots	6/10/2022	Yes	Approved	No change	-	2024	Stephen Lachky
Woods At Creekside 5th Plat	West of Woods At Creekside 3rd Plat	20-4.0-18-000-000-010.003	39 detached home lots and 2 tracts of open space	6/10/2022	Yes	Approved	No change	-	2024	Stephen Lachky
River Hills Estates Replat	10118 River Hills Dr	20-8.0-27-400-014-027.000	Replatting 7 detached home lots and 1 tract of open space	6/28/2022	Yes	Approved	No change	-	2023	Brad Stanton
Taliesin	Bell Rd and NW 57th St	20-7.0-26-300-001-047.002	10 detached home lots and 2 tracts of open space	4/4/2023	Yes	Prelim Plat approved	No change	-	2025	Brad Stanton
The Hills At The National	NW Crooked Rd and N National Dr	20-5.0-22-300-001-015.000	74 detached home lots and 4 tracts of open space	4/4/2023	No	On Hold	No change	-	-	Brad Stanton
Creekside West Apartments	NW corner of Hwy 45 and Homer Pkwy	20-4.0-18-000-000-010.001	4 four-story apartment buildings (200 units)	6/9/2023	No	Approved	No change	-	2025	Brad Stanton
The Cliffs At Parkville	West of The National 7th Plat	20-8.0-27-100-002-006.000	33 duplex lots and 3 triplex lots	7/19/2023	No	Application withdrawn	No change	-	2025	Brad Stanton
Thousand Oaks 25th Plat	South of Thousand Oaks Phase 13B	20-9.0-29-000-000-010.001	73 detached home lots and 3 tracts of open space	8/8/2024	Yes	Approved	BOA approval	-	2026	Brad Stanton
Thousand Oaks 26th Plat	West of Thousand Oaks 25th Plat	20-9.0-30-000-000-012.000	51 detached home lots and 3 tracts of open space	9/6/2024	Yes	Prelim Plat approved	P&Z approval	-	2027	Brad Stanton

Commercial and Industrial Developments										
Project Name	Address	Parcel No.	Detail	Date Submitted	Approved	Status	Change in Status from Last Month	Construction Start Date	Completion Date	Staff Contact
Attic Storage	Vertical Ventures III, Lot 3	20-4.0-19-000-000-019.000	New two-story self-straoege facility	1/7/2022	Yes	Completed	No change	8/17/2022	-	Brad Stanton
Dairy Queen	8803 NW MO-45 Hwy	20-7.0-26-100-002-003.000	New 2,400 sq. ft. drive-thru restaurant	1/5/2022	Yes	Completed	No change	4/18/2022	10/6/2022	Brad Stanton
Whataburger	9110 NW 45 Hwy	20-6.0-23-400-003-005.000	New 3,100 sq. ft. drive-thru restaurant	4/8/2022	Yes	Completed	No change	5/1/2023	1/8/2024	Brad Stanton
Taylor Animal Hospital	6300 MO-9 Hwy	20-7.0-26-100-002-002.000	1,840 sq. ft. addition to existing building	4/7/2022	Yes	Completed	No change	9/28/2022	-	Brad Stanton
Contractor's Garages	Vertical Ventures III, Lot 5	20-4.0-19-000-000-023.000	22,160 sq. ft. contractor's self-storage units	8/5/2022	Yes	Completed	No change	-	-	Brad Stanton
Recreation - Indoor (Limited)	2 2nd Street	20-7.0-35-100-027-001.003	Using existing baseball batting cages as a business	7/7/2022	Yes	Approved	No change	N/A	N/A	Brad Stanton
Lodges At The National, Lot 8	10875 Allen Way	20-5.0-22-200-005-002.000	Rezoning property from "R-2-P" to "B-1" district	7/15/2022	No	Withdrawn	No change	N/A	N/A	Stephen Lachky
Parkville Presbyterian Church	819 Main St	20-7.0-35-100-009-006.000	Using interior space for finanical planning office	9/7/2022	Yes	Approved	No change	N/A	N/A	Brad Stanton
Restaurant and Law Offices	12 E 1st St	20-7.0-35-100-035-001.000	Rehab & repurposing 1st floor + 2nd floor expansion	10/7/2022	Yes	Completed	No change	6/12/2023	Fall 2024	Brad Stanton
Friends of Parkville Animal Shelt	1356 N MO-9 Hwy	20-7.0-26-400-002-006.000	Rezoning subject property from "R-4" to "B-4-P"	10/12/2022	Yes	Approved	No change	-	-	Brad Stanton
Creekside Costa Oil Shop	7024 Elizabeth St.	20-4.0-19-000-000-008.001	835 sq. ft. vehicle service/repair - limited shop	1/27/2023	Yes	Completed	No change	-	-	Brad Stanton
Cingular Wireless AT&T Tower	8403 Observatory Rd	20-7.0-36-000-000-001.000	155 ft. tall monopole telecommunications tower	1/27/2023	Yes	Completed	No change	-	-	Brad Stanton
Park Hill Elementary School No.	SW corner of Brush Creek Pkwy	20-4.0-19-000-000-031.000	Two-and-a-half story, 74,410 sq. ft. elementary school	6/9/2023	Yes	Under Construction	No change	2/29/2024	7/1/2025	Brad Stanton
8 East Street	8 East St.	20-7.0-35-400-004-001.000	Interior + exterior remodeling of two-story building	7/5/2023	Yes	Completed	No change	Fall 2023	Early 2025	Stephen Lachky
Chase Bank	9000 NW 45 Hwy	20-6.0-23-400-005-002.000	3,333 sq. ft. office/bank building w/ ATM drive-thru	11/2/2023	Yes	Completed	No change	Spring 2024	Fall 2024	Brad Stanton
Exploring Minds Academy	15485 Old Town Dr	20-4.0-19-000-000-008.017	New two-story, 20,000 sq. ft. daycare center	4/3/2024	Yes	Approved	No change	TBD	TBD	Brad Stanton
Codes Marijuana Dispensary	16209 NW MO-45 Hwy	20-4.0-19-000-000-025.000	New one-story, 3,200 sq. ft. marijuana dispensary	4/3/2024	Yes	Approved	No change	TBD	TBD	Brad Stanton
Parkville Business Park	NW Corner of I-435 and Hwy 152	20-3.0-07-000-000-003.001	Platting + dev plan for 3 lots for office/warehouse uses	5/10/2024	Yes	Approved	No change	TBD	TBD	Brad Stanton
Creekside Grocery Store	NW Corner of Rustic Ln and Elizabeth St	20-4.0-19-000-000-008.001	25,395 sq. ft. grocery store + 10,615 sq. ft. event space	6/5/2024	Yes	Approved	No change	TBD	TBD	Brad Stanton
Creekside Restaurant	NE Corner of Rustic Ln and Elizabeth St	20-4.0-19-000-000-008.010	New one-sotry, 5,070 sq. ft. restaurant building	6/5/2024	Yes	Approved	No change	TBD	TBD	Brad Stanton
Creekside Industrial Complex	15854 NW MO-45 HWY	20-4.0-18-000-000-011.000	Rezoning + prelim dev plan for 5 lots for industrial uses	10/4/2024	No	Under Review	Nov. 11th P&Z Mtg.	TBD	TBD	Brad Stanton