

MINUTES OF THE BOARD OF ALDERMEN WORK SESSION OF SEPTEMBER 30, 2025

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**1. GENERAL AGENDA**

Mayor Dean Katerndahl opened the work session at 05:13 PM on September 30, 2025, at City Hall, 8880 Clark Avenue, Parkville, Missouri. In attendance were aldermen Dean Katerndahl, Tina Welch, Philip Wassmer, Brian T. Whitley, Bob Bennett, Douglas Wylie, Stephen Melton, Michael Lee, Abby LacKamp.

The following staff was also present:

Alexa Barton, City Administrator

Bryan Kidney, Deputy City Administrator

Jeffery Rhodes, Assistant City Administrator

Kevin Chrisman, Police Chief

Dan Harper, Public Works Director

Stephen Lachky, Community Development Director

Cindy Gray, Finance Director

John Mautino, City Attorney

Karla Shewell, Deputy City Clerk/Finance Specialist

**A. 2026 Budget Kick-Off - Revenue & Personnel**

City Administrator Alexa Barton introduced the budget planning committee: Deputy City Administrator Bryan Kidney, Finance Director Cindy Gray and Assistant City Administrator Jeffery Rhodes. Deputy City Administrator Kidney presented revenue history and projections. A copy of the presentation is attached to these Minutes as Exhibit A.

City Administrator Alexa Barton discussed staff position requests; an outline of the requests is attached to these Minutes as Exhibit B.

**2. ADJOURN**

The work session ended at 06:26 PM.

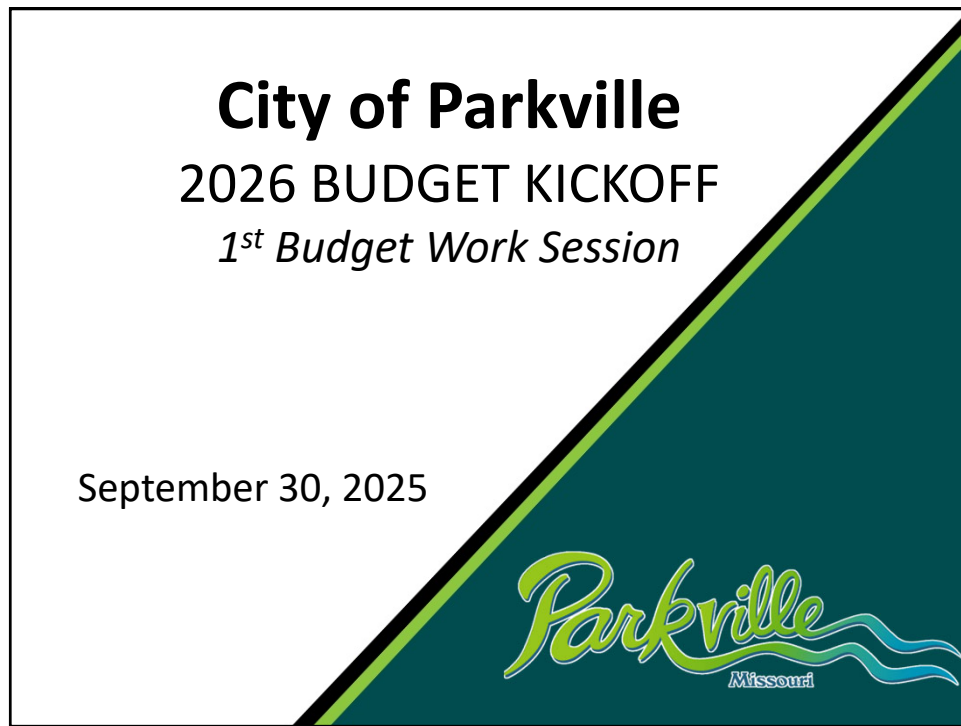
The work session minutes for September 30, 2025, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the 7th day of October 2025.

Submitted by:

*Karla Shewell*

Deputy City Clerk Karla Shewell





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### Work Session Agenda

- BUDGET KICKOFF – Revenue & Personnel
- Revenue Projections by Fund / Category
- 2026 Salary Schedule Updates
  - New Positions
    - Communications Coordinator
    - Project Manager/Engineer in Training (EIT)
  - 2025 Mid-Year Revision:
    - PD Academy Recruit, Senior Planner, Finance Director
- All Employee: Across-the-Board 3% Increase
- Health Insurance: 20-25% Increase

Budget Work Session – 9/30/2025

*Parkville*  
Missouri

The slide has a teal header with the title "Work Session Agenda". The main content is a bulleted list of agenda items. The footer is teal and contains the date and the City of Parkville logo.

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2026 Strategic Priorities

- Government Organizational Excellence
- Infrastructure & Public Facilities
- Parks & Recreation
- Public Safety
- Quality Development

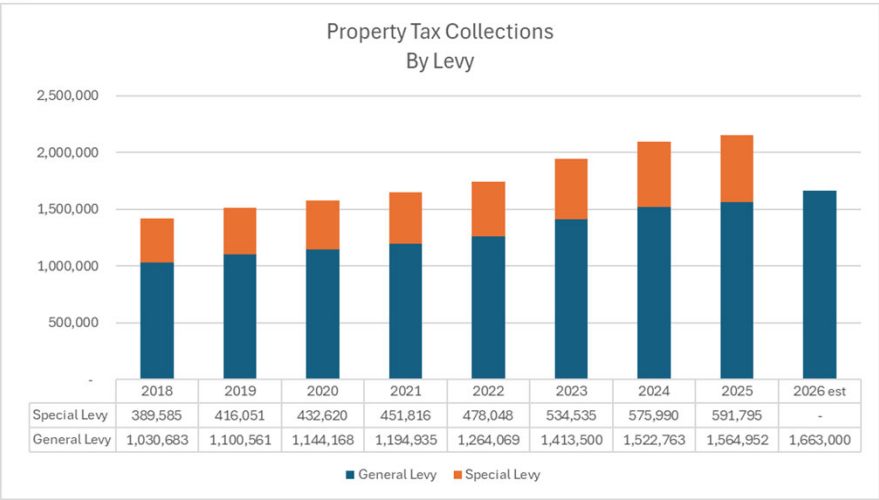
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Property Tax Revenue

Property Tax Collections  
By Levy

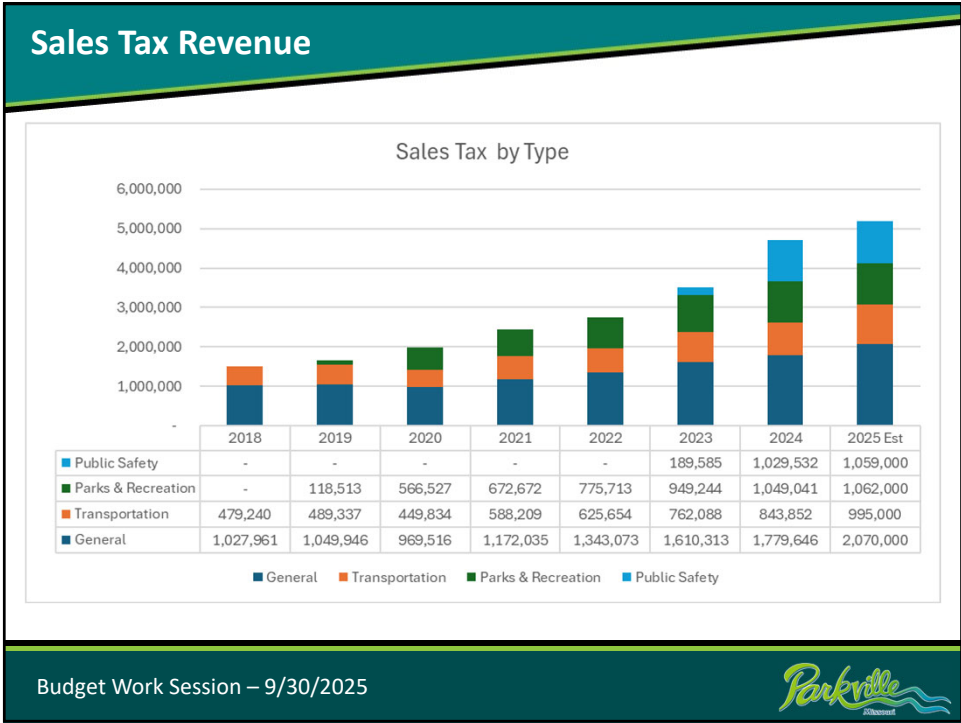


|              | 2018      | 2019      | 2020      | 2021      | 2022      | 2023      | 2024      | 2025      | 2026 est  |
|--------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| Special Levy | 389,585   | 416,051   | 432,620   | 451,816   | 478,048   | 534,535   | 575,990   | 591,795   | -         |
| General Levy | 1,030,683 | 1,100,561 | 1,144,168 | 1,194,935 | 1,264,069 | 1,413,500 | 1,522,763 | 1,564,952 | 1,663,000 |

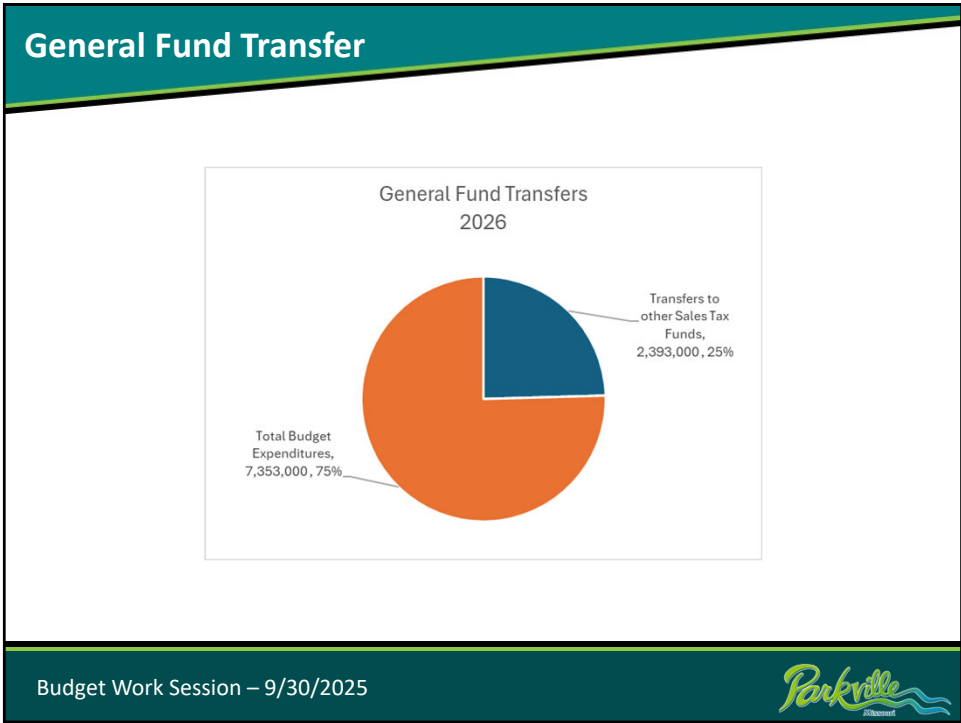
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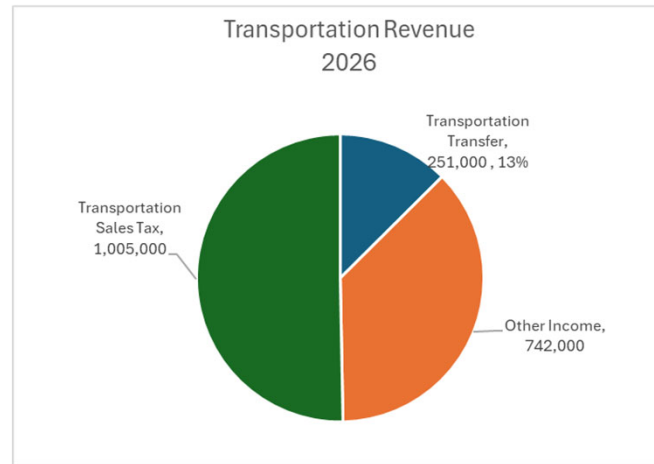


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## General Fund Transfer

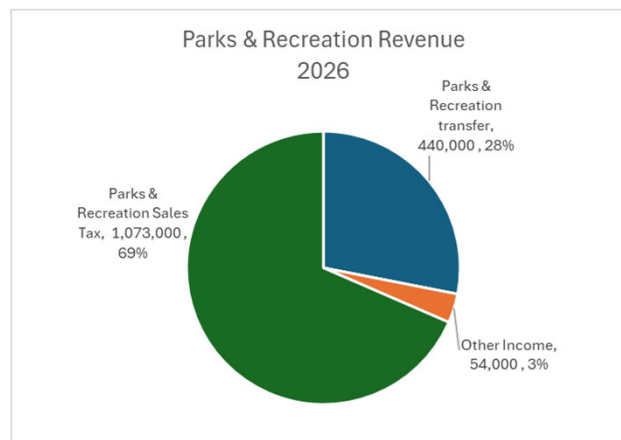


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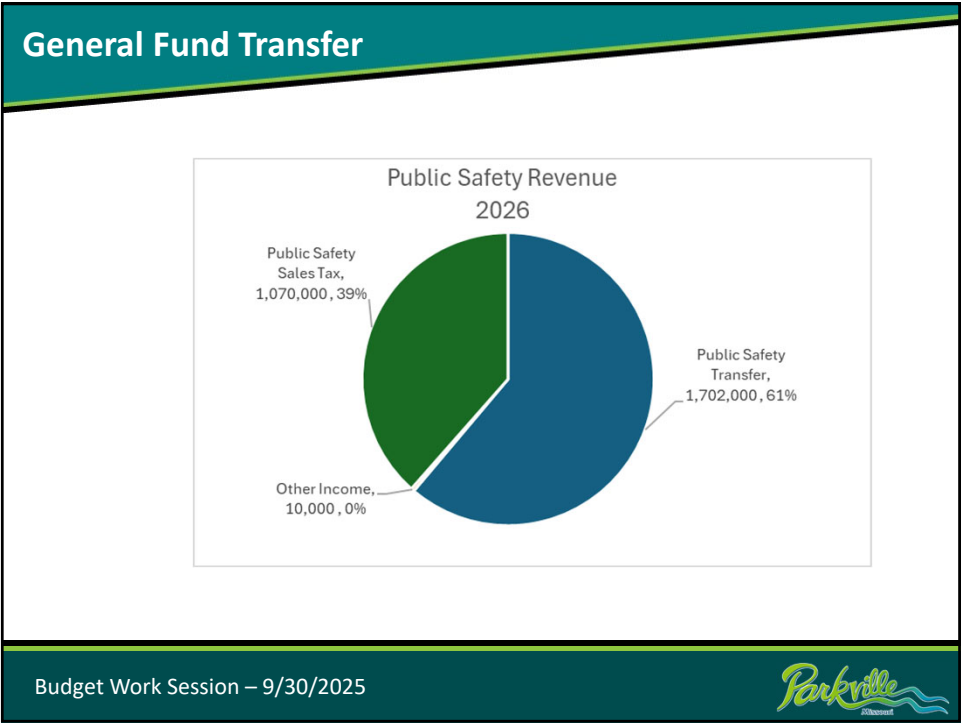
## General Fund Transfer



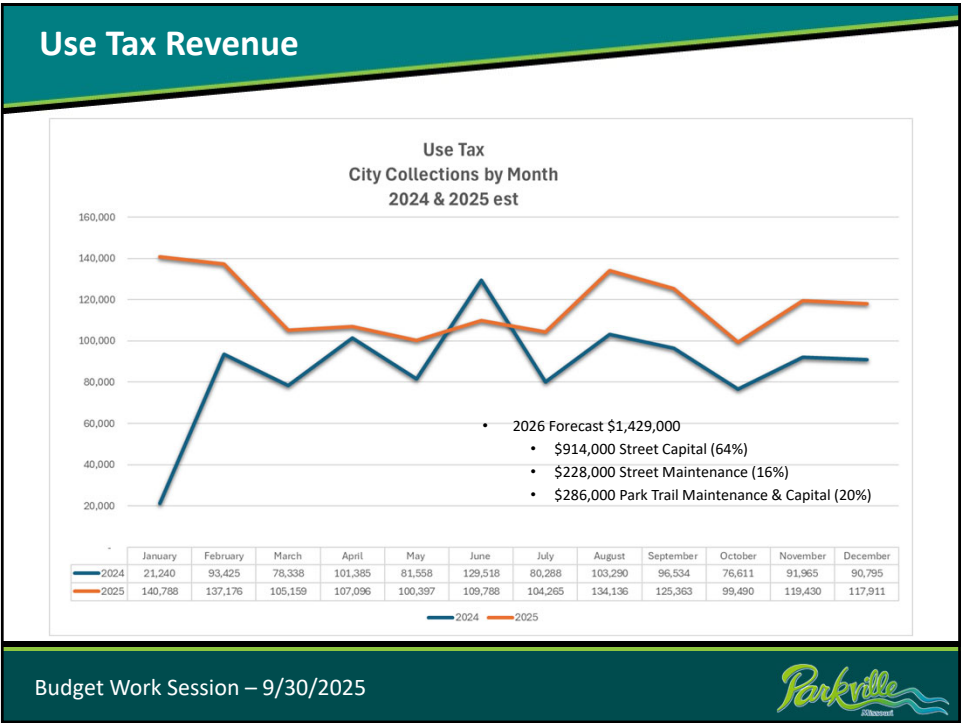
Budget Work Session – 9/30/2025



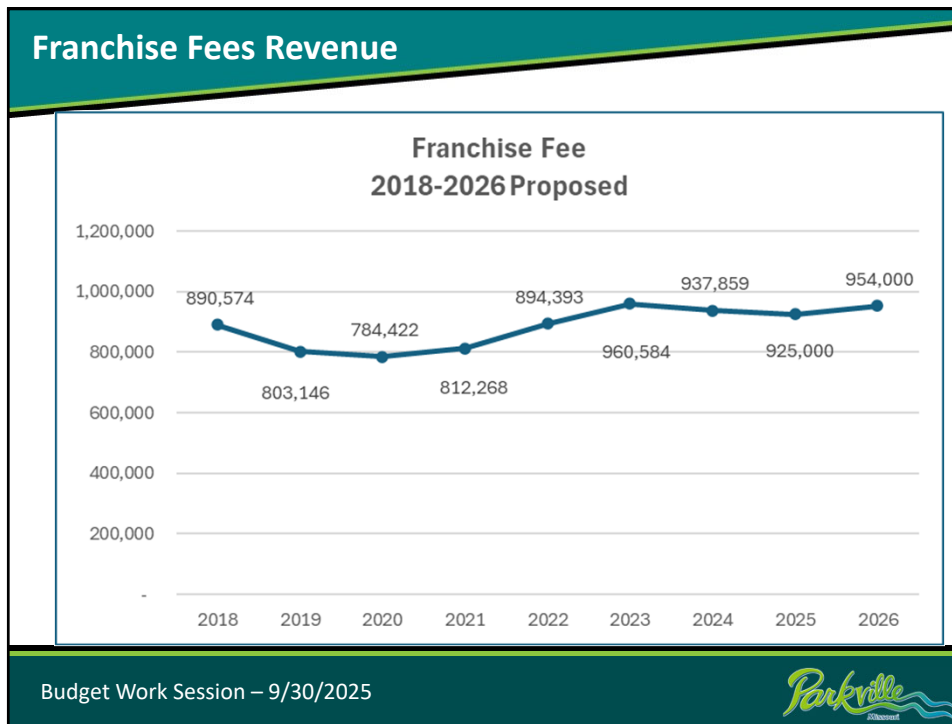
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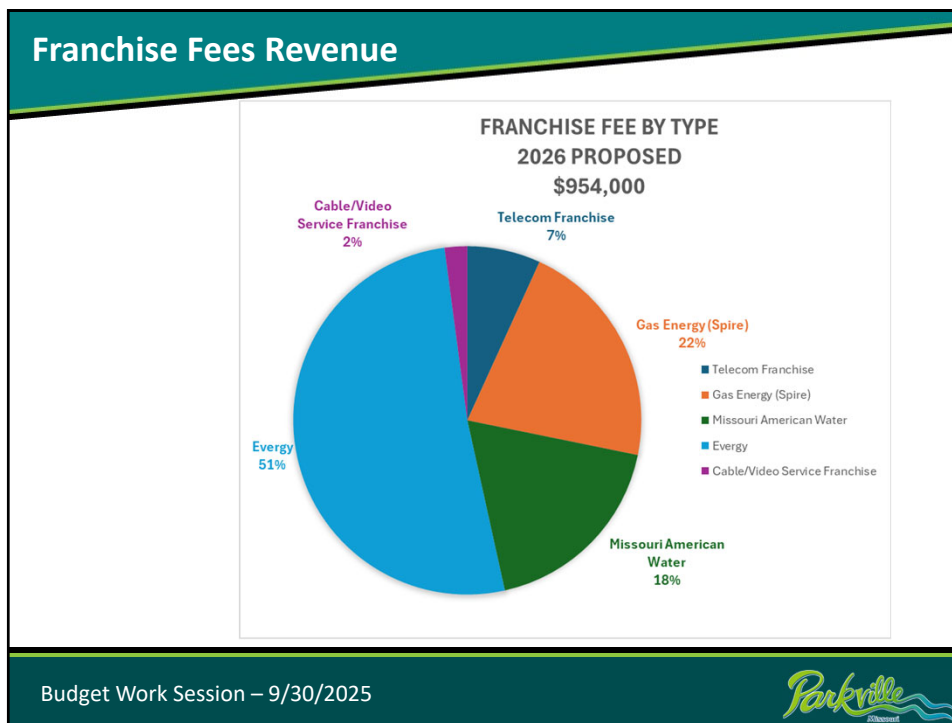
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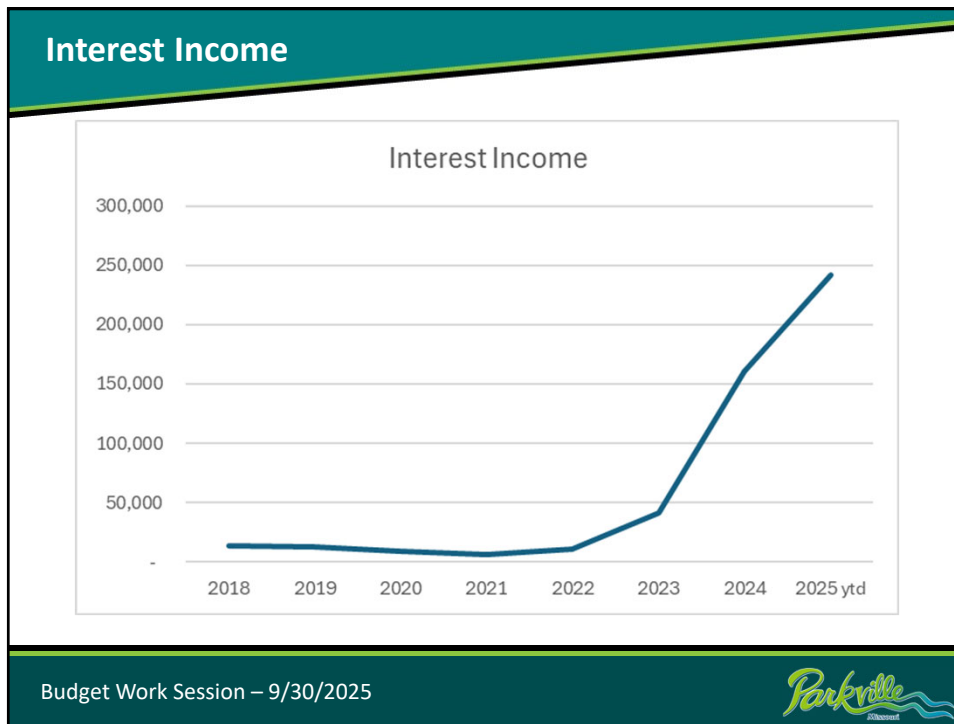
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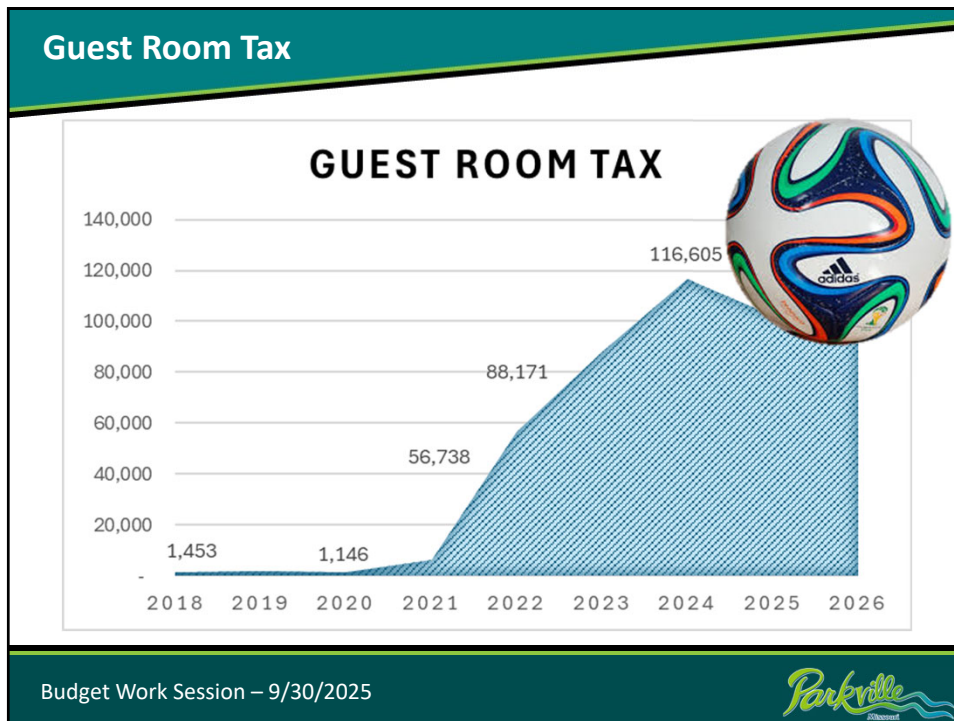
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## Organizational Excellence

### 2026 New Position Requests

- Communications Coordinator
- Project Manager/Engineer-In-Training (EIT)
- Police Officer/Detective

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## Organizational Excellence

### Salary and Benefits

- Premier Employer – Attract, Retain, Develop!
  - Attract - Competitive salary & benefits
  - Retain – Market Driven Data: Competitive Salary/Benefits
  - Develop – continuing education & training
- Across-The-Board Increase @ January 1
  - Civilian and Police Workforce – 3%

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| Organizational Excellence        |                                                                                                                                                                                                                             |         |         |         |        |        |        |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------|---------|--------|--------|--------|
| Civilian Pay Plan Effective 2025 |                                                                                                                                                                                                                             |         |         |         |        |        |        |
| Grade                            | Classification                                                                                                                                                                                                              | Annual  |         |         | Hourly |        |        |
|                                  |                                                                                                                                                                                                                             | Min     | Mid     | Max     | Min    | Mid    | Max    |
| 1                                | Receptionist<br>Production Assistant                                                                                                                                                                                        | 39,333  | 47,195  | 55,058  | 18.91  | 22.69  | 26.47  |
| 2                                | Maintenance I                                                                                                                                                                                                               | 44,054  | 52,853  | 61,651  | 21.18  | 25.41  | 29.64  |
| 3                                | Code Enforcement<br>Maintenance II                                                                                                                                                                                          | 48,464  | 58,136  | 67,850  | 23.30  | 27.95  | 32.62  |
| 4                                | Code Enforcement /Permit Technician<br>Court Administrator<br>Department Assistant<br>Foreman                                                                                                                               | 53,310  | 63,981  | 74,610  | 25.63  | 30.76  | 35.87  |
| 5                                | Building Inspector<br>Building Official<br>Communications Coordinator - New<br>Deputy City Clerk/Finance Specialist<br>Parks and Recreation Program Mgr<br>Planner<br>Parks Ground and Codes Enforcement<br>Project Manager | 58,635  | 70,366  | 82,098  | 28.19  | 33.83  | 39.47  |
| 6                                | HR Generalist<br>Senior Planner<br>Superintendent                                                                                                                                                                           | 67,434  | 80,933  | 94,411  | 32.42  | 38.91  | 45.39  |
| 7                                | Assistant Public Works Director<br>City Clerk<br>Treasurer/Accountant                                                                                                                                                       | 77,563  | 93,059  | 108,576 | 37.29  | 44.74  | 52.20  |
| 8                                | Assistant City Administrator<br>City Attorney<br>Community Development Director<br>Finance Director<br>Parks and Recreation Director<br>Public Works Director                                                               | 108,264 | 129,917 | 151,549 | 52.05  | 62.46  | 72.86  |
| 9                                | Deputy City Administrator<br>Police Chief                                                                                                                                                                                   | 135,346 | 162,386 | 189,467 | 65.07  | 78.07  | 91.09  |
| 10                               | City Administrator                                                                                                                                                                                                          | 169,166 | 211,453 | 253,739 | 81.33  | 101.66 | 121.99 |

**Proposed Salary Scale: Civilian**

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| Organizational Excellence      |                 |         |         |         |        |        |        |
|--------------------------------|-----------------|---------|---------|---------|--------|--------|--------|
| Police Pay Plan Effective 2025 |                 |         |         |         |        |        |        |
| Grade                          | Classification  | Annual  |         |         | Hourly |        |        |
|                                |                 | Min     | Mid     | Max     | Min    | Mid    | Max    |
| 4P                             | Academy Recruit |         | 60,008  |         |        | 28.85  |        |
| 5P                             | Officer         | 65,208  | 78,250  | 91,291  | 31.350 | 37.620 | 43.890 |
| 6P                             | Sergeant        | 78,250  | 93,900  | 109,549 | 37.620 | 45.140 | 52.670 |
| 7P                             | Captain         | 93,900  | 112,679 | 131,459 | 45.140 | 54.170 | 63.200 |
| 8P                             | Chief           | 135,346 | 162,386 | 189,467 | 66.010 | 79.210 | 92.420 |

**Proposed Salary Scale: Police**

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## Organizational Excellence

### Benefit Estimates

- No proposed changes to Retirement, Disability, or Life Insurance
- Early Estimates include an **increase of 20-25%** for Health, Dental, and Vision insurance costs (will be updated after taking our plan to market)
- Out of Class Pay
  - 5-10% based upon position

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## Next Steps

- ~~August 19 – CIP Review and Adoption~~
- ~~September 30 – 2026 Revenue & Personnel~~
- October 7– Administrator's Proposed, Balanced Budget – General, Transportation, Stormwater, Use Tax, Debt Summary
- October 14 – Proposed Budget continued – Parks & Recreation, Public Safety, Sewer, Minor Fund Summaries
- October 21 – Budget Overview, if needed
- November 4 – Budget Related Ordinance(s) Adoption 1<sup>st</sup> Reading
- November 18 – Budget Adoption 2<sup>nd</sup> Reading
- Upcoming / TBD: Sewer Operations, Maintenance/Capital Planning and Rates

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**New Positions (2026):** The addition of two (2) positions is proposed in the 2026 budget:

**General Fund (10): Administration – Communications Coordinator, Grade 5, Minimum: \$58,635**

- The **Communications Coordinator** role, previously included in the duties of the City Clerk, has been elevated to a stand-alone position due to the City’s growth and the 2025 strategic planning directive to expand communications. This change creates efficiencies by having a dedicated staff member focused on communications while also generating savings and improved coordination. For example, while the City will continue to utilize **Confluence** for Route 9 project communications, the Communications Coordinator will work in synergy with Confluence to provide additional value, expand messaging, and maximize community benefits.

In addition, the Communications Coordinator will serve as the **lead on the City’s project dashboard initiative**, ensuring that information about capital and operational projects is clearly conveyed to the public, including project status, milestones, and outcomes. This role will also strengthen the City’s public outreach by expanding content across the City’s website, social media platforms, and professional networks such as LinkedIn—ensuring that communications keep pace with Parkville’s growth and its focus on community engagement.

**General Fund (10): Public Works (75%) / Transportation (25%) – Project Manager / Engineer-In-Training (EIT), Grade 5, Minimum: \$58,635**

The **Project Manager / Engineer-In-Training (EIT)** position reflects the City’s growth and the increasing complexity of infrastructure projects supported by additional funding sources such as the Use Tax and Stormwater Fund. Having a dedicated Public Works project manager ensures that the City may and will effectively oversee planning, engineering, and construction activities while maintaining efficiency and accountability. This role will enhance the City’s ability to deliver projects on time, manage contractor performance, support engineering review functions, and address the community’s infrastructure needs as Parkville continues to expand.

The importance of this position is underscored by recent growth: the City has just approved **platting additions in Thousand Oaks**, which reflect an additional **111 housing permits** with corresponding **infrastructure demands**. The Project Manager/EIT will be instrumental in coordinating and overseeing these types of development-related infrastructure projects, ensuring that growth is supported with high-quality, sustainable public improvements.

**Personnel Policy Amendment (Proposed 2026):** A new policy is introduced for all departments regarding **“Out of Class”** pay for individuals performing duties outside their regular classification.

- Example: A Skilled Labor position may serve as a Foreman during the absence of that role, qualifying for the same adjustment, or other functions within all departments may apply if staff person is working in a classification above their current scale

**Adjustment Range:** No less than 5% and no more than 10%, to be determined by **the associated Department Head and approved by the City Administrator.**

**Across-the-Board** A 3% adjustment has been applied to all civilian and police positions.

**Police Department,** increases minimum of Police Officer salary from \$65,208 to \$67,165.

**Overall Salary Scale** shown on the next 2 pages: Civilian on page 14 and Police on page 15  
(Note both of the new positions are located within Grade 5 out of 10 grades within the salary schedule)

**Benefits:** The estimated increase in health insurance premiums for 2026 is expected to be approximately 20%.

According to the Petersen KFF Health System Tracker (an online hub monitoring how well the U.S. health system is operating through key quality and cost measures). insurers are proposing median premium hikes averaging **18%**, with some analyses projecting increases as high as **27%**.

While the City intends to minimize the impact on employees, higher costs will likely affect both the City and its workforce.

Local Area Government Employee Retirement System (LAGERS) for Administrative Staff from 16.6% to 17.1%; and Police went from 22% to 22.9%. These adjustments reflect actuarial updates to ensure long-term sustainability of the retirement system and continued security for employees.

**Public Safety Fund (42): Police Department** – Looking to move an Officer to assist with Detective duties, as needed. NOTE: If this is successful, will look at 2027 budget where position is still classified as a police officer – adding detective duties (however, still a Grade 5P)

The City remains committed to fostering a workplace that values employees, supports professional growth, and promotes retention through competitive pay, equitable policies, and a sustainable benefits program.