

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:08 p.m. on April 6, 2021, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Present:

Ward 1 Alderman Tina Welch
Ward 1 Alderman Philip Wassmer
Ward 2 Alderman Dave Rittman
Ward 2 Alderman Brian T. Whitley
Ward 3 Alderman Robert Lock
Ward 3 Alderman Douglas Wylie
Ward 4 Alderman Marc Sportsman
Ward 4 Alderman Greg Plumb

Absent:

None

A quorum of the Board of Aldermen was present via videoconferencing.

The following staff was also present via videoconference:

Joe Parente, City Administrator
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Matthew Chapman, Finance/Human Resources Director
Chris Ashley, Public Works Project Manager
Brad Stanton, Planner
Chris Williams, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. **Proclaim April 13-25, 2021, as SevenDays® Week in Parkville**

Mayor Johnston read the proclamation and thanked Aldermen Welch for helping coordinate the event.

3. CONSENT AGENDA

- A. Approve the minutes for the March 16, 2021, regular meeting
- B. Approve the minutes for the March 16, 2021, special meeting
- C. Receive and file the February sewer report

- D. Approve the purchase of two 2021 Dodge Charger pursuit all-wheel drive sedan police package vehicles from Airport Chrysler Dodge Jeep Ram
- E. Approve the purchase of four replacement Motorola APX 4000 portable radios, two replacement Motorola APX 4500 in-car mobile radios and a multi-unit portable radio charger from Midwest Mobile Radio
- F. Approve accounts payable from March 13 to April 1, 2021

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

RESULT: MOTION PASSED 8-0.

4. NON-ACTION AGENDA

5. ACTION AGENDA

- A. **Approve the second reading of an ordinance to approve a conditional use permit for Hinkle Hardscapes to operate an office use of low traffic generation in a residential district fronting NW Bell Road, generally located west of NW Bell Road at NW 57th Street - Case No. PZ 2020-56; Hinkle Hardscapes, applicant**

Mayor Johnston stated that the first reading was presented on March 16. No additional information was presented.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3116, AN ORDINANCE **APPROVING A CONDITIONAL USE PERMIT FOR HINKLE HARDSCAPES TO OPERATE AN OFFICE USE OF LOW TRAFFIC GENERATION IN A RESIDENTIAL DISTRICT THAT FRONTS NW BELL ROAD, ON SECOND READING TO BECOME ORDINANCE NO. 3065.**

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, DAVE RITTMAN, BRIAN T. WHITLEY, ROBERT LOCK, DOUGLAS WYLIE, MARC SPORTSMAN, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

- B. **Approve the second reading of an ordinance to approve the final plat of Creekside Village Third Plat, a subdivision generally located on the northwest quadrant of the**

intersection of I-435 and Highway 45 - Case No. PZ 2021--04; Brian Mertz, Parkville Development 140 LLC, applicant

Mayor Johnston stated that the first reading was presented on March 16. No additional information was presented.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3117, AN ORDINANCE **APPROVING THE FINAL PLAT OF CREEKSIDE VILLAGE THIRD PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI,** ON SECOND READING TO BECOME ORDINANCE NO. 3066.

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, DAVE RITTMAN, BRIAN T. WHITLEY, ROBERT LOCK, DOUGLAS WYLIE, MARC SPORTSMAN, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

C. **Approve the second reading of an ordinance to amend Parkville Municipal Code Section 402.010 and Section 410.010 to create provisions for small wireless facilities - Case No. PZ 2021-01**

Mayor Johnston stated that the first reading was presented on March 16. Community Development Director Stephen Lachky noted that a minor change was made to the proposed text amendment to include the conditional use permit fee in the Schedule of Fees instead of in the Municipal Code.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3118, AN ORDINANCE **AMENDING PARKVILLE MUNICIPAL CODE SECTION 402.010 AND SECTION 410.010 CREATING PROVISIONS FOR SMALL WIRELESS FACILITIES,** ON SECOND READING TO BECOME ORDINANCE NO. 3067.

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, DAVE RITTMAN, BRIAN T. WHITLEY, ROBERT LOCK, DOUGLAS WYLIE, MARC SPORTSMAN, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

D. **Approve Resolution No. 21-004 setting the fees for small cell wireless facilities applications and pro-rated liquor licenses in the Schedule of Fees**

City Clerk Melissa McChesney said that, as referenced by Community Development Director Stephen Lachky, the conditional use permit fee for the small cell wireless facilities would be included in the Schedule of Fees, along with the pro-rated fee for liquor licenses that was omitted from the prior update to the schedule.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE RESOLUTION NO. 21-004 SETTING THE FEES FOR SMALL CELL WIRELESS FACILITIES APPLICATIONS AND PRO-RATED LIQUOR LICENSES IN THE SCHEDULE OF FEES.

RESULT: MOTION PASSED 8-0.

E. **Approve the second reading of an ordinance to amend Parkville Municipal Code Section 403.020 to require subdivision plats be within the entirety of the Parkville municipal boundaries - Case No. PZ 2021-02**

Mayor Johnston stated that the first reading was presented on March 16. No additional information was presented.

Discussion focused on if the text amendment required single plats in a subdivision to be within the city limits or if an entire subdivision would be required to be within the city limits. Community Development Director Stephen Lachky clarified that that the entirety of a new plat in a subdivision would be required to be within the city limits. Mayor Johnston noted that the City did not intend to ask or require new lots or homes be annexed into the city.

John Carter, 8506 NW Highway N, provided comments.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3119, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTION 403.020 TO REQUIRE SUBDIVISION PLATS BE WITHIN THE ENTIRETY OF THE PARKVILLE MUNICIPAL BOUNDARIES, ON SECOND READING TO BECOME ORDINANCE NO. 3068.

RESULT: MOTION PASSED 8-0.

AYES: TINA WELCH, PHILIP WASSMER, DAVE RITTMAN, BRIAN T. WHITLEY, ROBERT LOCK, DOUGLAS WYLIE, MARC SPORTSMAN, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

F. **Hold a public hearing and approve the second reading of an ordinance to implement a six percent rate increase for the sewer utility**

Mayor Johnston stated that the first reading was presented on March 16. Public Works Director Alysén Abel said that during the first reading of the ordinance the Board discussed the future of the City's sewer utility. She provided an overview of sewer options that the Board would discuss at a work session scheduled on May 4; presentation attached as Exhibit A.

The Board recommended that staff address the Riss Lake grinder pump fee and where the funds from a sale of the sewer utility would be distributed.

Mayor Johnston opened the public hearing for comments. The following provided public comments: Gordon Cook, 7908 Deer Run, shared his concerns with the sewer allocation study results; presentation attached as Exhibit B. Discussion focused on concerns with sewer allocation recommended, getting a second opinion to verify the results of the study, engaging Baker Tilly to validate their findings and address the concerns raised by Mr. Cook. Mayor Johnston asked for further comments. Hearing none, she closed the public hearing.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3114, AN **ORDINANCE AMENDING SECTION 703.040 OF THE PARKVILLE MUNICIPAL CODE IMPLEMENTING A 6% INCREASE TO THE SEWER BASE CHARGE, SEWER USAGE CHARGE AND SURCHARGE FOR CUSTOMERS OF THE PARKVILLE SEWER SYSTEM**, ON SECOND READING, TO BECOME ORDINANCE NO. 3069.

RESULT: MOTION FAILED 4-5.

AYES: PHILIP WASSMER, ROBERT LOCK, MARC SPORTSMAN, GREG PLUMB

NOES: TINA WELCH, DAVE RITTMAN, BRIAN T. WHITLEY, DOUGLAS WYLIE, NAN JOHNSTON

ABSTAIN: NONE

City Attorney Chris Williams stated that if the Board decided to implement a sewer rate increase other than the six percent it would require a 30-day public notice prior to a new public hearing. If the Board decided to propose the six percent increase, it would require a first reading of the ordinance again.

6. STAFF UPDATES ON ACTIVITIES

A. **Public Works**

1. Missouri Riverfront Trail Connection Ribbon Cutting Event - April 9, 2021

Public Works Director Alysen Abel stated that a ribbon cutting ceremony would be held for the Missouri Riverfront Trail connection at the east end of English Landing Park on Friday, April 9.

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

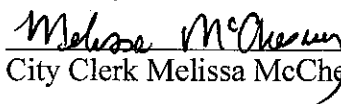
Alderman Whitley began discussion about the news story on Channel 41 KSHB regarding the proposed fields in Platte Landing Park, noting he was concerned about the statements made during the interview. He recommended that the City create a Frequently Asked Questions page on the City's website. Mayor Johnston stated that she was working with City Administrator Joe Parente to issue a public statement regarding the fields.

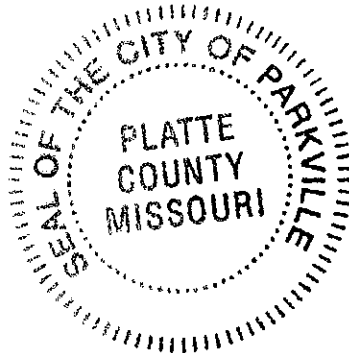
8. ADJOURN

Mayor Johnston declared the meeting adjourned at 9:46 p.m.

The minutes for April 6, 2021, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the 20th day of April 2021.

Submitted by:


City Clerk Melissa McChesney



SEWER MANAGEMENT OPTIONS

Board of Aldermen Meeting
April 6, 2021



Summary: Sewer Options

- Five Options identified for Sewer Utility
 - Tonight – Brief Summary of Each Option
 - May 4th Work Session – Expanded Details of Each Option
 - Estimated Cost Impact and Pros / Cons for each option
 - Based on Direction from Board after the Work Session
 - Staff can engage qualified professional to study preferred options



Summary Discussion: Sewer Options

- Process for Developing Options
 - City Staff Compiled Options
 - Input from Outside Consultants Involved
 - Based on Previous Discussions with Outside Agencies



Option 1: No Change to Current Administration

- No Change to Current Sewer Operations Contract
- No Change to Current Sewer Administration
 - Direct Sewer Expenses – included in Sewer Budget
 - Sewer Allocation – supported by Cost Study recommendations
 - Reimbursement to General Fund for sewer-related expenses
 - Allocation helps offset general city services and capital improvements



Option 2: Additional Administrative Assistance

- No Change to Current Sewer Operations Contract
- Additional Administration Support by Third Party
 - Services include Sewer Billing and Customer Service
 - Expenses charged directly to Sewer Budget
- Impact to Other Areas of the City
 - Sewer Allocation – slightly reduced amount
 - Reduced funding available for general city services and capital improvements



Option 3: Stand Alone Sewer Department

- Direct Expenses included in Sewer Budget
 - Increased personnel/office expenses for Sewer staff
 - Utility Director, Operations & Maintenance, Billing and Customer Service
- Impact to Other Areas of the City
 - PW, CD and Admin staff focused on other areas of City services
 - Sewer Allocation – significantly reduced amount
 - Reduced funding available for general city services and capital improvements



Option 4: Consolidation w/ PCRSD

- Transfer of Ownership, Operation and Maintenance of Sewer
 - City would no longer provide sewer service to residents
 - City would not be compensated for transfer
 - PCRSD would assume all assets, fund balances and obligations
- Impact to Other Areas of the City
 - PW, CD and Admin staff focused on other areas of City services
 - Sewer Allocation – reduced to zero



Option 5: Sell Sewer Utility

- Sell Utility to Private Entity
 - City would no longer provide sewer service to residents
 - City needs to assess value of sewer system
- Impact to Other Areas of the City
 - PW, CD and Admin staff focused on other areas of City services
 - Sewer Allocation – reduced to zero



Next Steps: Sewer Options

- May 4th Work Session – Expanded Details of Each Option
 - Estimated Cost Impact and Pros / Cons for each option
- Based on Direction from Board after the Work Session
 - Staff can engage qualified professional to study preferred options



City of Parkville - Baker Tilly Cost Allocation Summary

	Department Charges							City Wide Overhead				Grand Total
	% of Time	Salary & Ben.	Other	Capital	Subtotal	Overhead	Total	Mayor/Board	Admin	Public Info.	Technology	
City Administrator	3.0%	\$ 5,759										
City Clerk	6.0%	5,050										
Treasurer	28.0%	26,129										
Finance HR Director	5.0%	6,478										
Asst. to City Administrator	1.0%	901										
Billing Clerk	60.0%	32,648										
Receptionist 1	15.0%	3,517										
Receptionist 2	15.0%	3,517										
Administration Total	133.0%	84,000	\$ 102,734	\$ 7,403	\$ 194,136	\$ 15,122	\$ 209,258					\$ 209,258
Comm. Dev. Director	5.0%	5,489										
Building Official	5.0%	4,414										
Building Inspector	3.0%	2,492										
Planner	3.0%	4,144										
Community Dev. Total	16.0%	16,539	1,953	3,333	21,825	7,106	28,931					28,931
Public Works Director	20.0%	29,841										
Operations Director	2.0%	2,569										
Department Assistant	33.0%	20,218										
Construction Inspector	22.0%	12,015										
Skilled Laborer 1	2.0%	1,456										
Skilled Laborer 2	2.0%	1,456										
Skilled Laborer 3	2.0%	1,480										
Street Laborer 1	2.0%	1,284										
Street Laborer 2	2.0%	996										
Public Works Total	87.0%	71,314	27,559	5,703	104,576	28,070	132,646					132,646
General Fund Overhead								9,703	90,285	4,031	639	104,658
	236.0%	171,853	\$ 132,246	\$ 16,439	\$ 320,538	\$ 50,298	\$ 370,836	\$ 9,703	\$ 90,285	\$ 4,031	\$ 639	\$ 475,494
		(A)	(B)	(C)		(D)		(E)	(F)	(G)		

(A) Represents a rate basis salary & benefits charge using staff's allocation of total time.

(B) Allocation of all other department costs, whether sewer related or not.

(C) Allocation of department capital costs, whether sewer related or not, and without regard to useful life.

(D) Allocation of what is described as Department Overhead time.

(E) Primarily mayor and board salaries. These costs are incurred regardless of whether the city operates a sewer system.

(F) Allocation of non-personnel General Fund costs excluding capital and transfers. Includes costs that are specifically non-sewer.

(G) Allocation of general costs, whether sewer related or not.

(H) Virtually every employee not classified as law enforcement, parks, or nature sanctuary allocated time to the sewer.

	Total Expenses	Admin & Operating	Gen Fund Costs
Parkville 2021 Budget Summary Costs			
Alliance Water contract		\$ 305,712	
Admin fee transfer		345,000	\$ 345,000
Sewer Budget - Pers./Benefits/Other		48,081	38,831
	\$ 951,543	\$ 698,793	\$ 383,831
# Accounts		1,819	
Cost per account	\$ 523	\$ 384	\$ 211
(H) # staff working on sewer	21.0		
Platte County Regional Sewer District 2021 Budget Summary Costs			
2021 Budget	\$ 2,071,900	\$ 799,300	
# Accounts		5,053	
Cost per account	\$ 410	\$ 158	
# staff working on sewer	8.0		