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 June 15, 2021 and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Present:
Ward 1 Alderman Philip Wassmer
Ward 2 Alderman Dave Rittman
Ward 3 Alderman Robert Lock
Ward 3 Alderman Douglas Wylie
Ward 4 Alderman Marc Sportsman
Ward 4 Alderman Greg Plumb

Absent:
Ward 1 Alderman Tina Welch
Ward 2 Alderman Brian T. Whitley *(with prior notice)*

A quorum of the Board of Aldermen was present.

The following staff was also present:
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 *(via video conference)*
Jeffery Rhodes, Assistant to the City Administrator
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 June 15, 2021, as World Elder Abuse Awareness Day**

Mayor Johnston presented the proclamation to Platte County Senior Fund Executive Director Debra Gwin.

3. CONSENT AGENDA

A. Approve the minutes for the June 1, 2021, regular meeting

B. Receive and file the May Municipal Court report

C. Receive and file the financial report for the month ending May 31, 2021

D. Receive and file the crime statistics for January through April 2021

E. Appoint Dana Laiben to the Community Land and Recreation Board through May 2024

F. Approve a temporary resort liquor license for Incahoots LLC, a new business located at 100 S. Main Street

G. Approve a retailer of intoxicating liquor in the original package with Sunday sales liquor license and a tasting permit liquor license for Liquor Land, a new business to be located at 10903 NW Highway 45 (formerly Subway)

H. Approve a retail liquor by the drink picnic license for the Main Street Parkville Association for Parkville Days August 20-22, 2021

I. Approve a construction agreement with Smico Contracting Group for the FF Highway Pump Station reconstruction project

J. Approve accounts payable from May 28 to June 10, 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 6-0.

4. NON-ACTION AGENDA

A. **Parkville Economic Development Council Quarterly Update**

Parkville Economic Development Council Executive Director Ed Linnebur presented a semi-annual review on economic development activities; presentation attached as Exhibit A. Following his presentation, discussion focused on how to get visitors at Creekside to visit other areas of Parkville.

5. ACTION AGENDA

A. **Approve the second reading of an ordinance to authorize the City to enter into a lease purchase agreement with BOFK, N.A., to approve a declaration of trust with BOFK, N.A. to which certain Certificates of Participation will be executed for the purpose of financing and refinancing certain street project costs; and to approve certain other documents and the taking of certain actions necessary to deliver the Certificates of Participation**

Mayor Johnston stated that the first reading was presented on June 1. No additional information was provided.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3124, AN

ORDINANCE **AUTHORIZING THE CITY TO ENTER INTO A LEASE PURCHASE AGREEMENT WITH BOKF, N.A. WHEREBY THE CITY WILL LEASE CERTAIN PROPERTY FROM THE BANK; APPROVING A DECLARATION OF TRUST WITH BOKF, N.A. PURSUANT TO WHICH CERTAIN CERTIFICATES OF PARTICIPATION WILL BE EXECUTED AND DELIVERED FOR THE PURPOSE OF FINANCING AND REFINANCING CERTAIN PROJECT COSTS FOR THE CITY; AND APPROVING CERTAIN OTHER DOCUMENTS AND THE TAKING OF CERTAIN ACTIONS NECESSARY TO DELIVER THE CERTIFICATES OF PARTICIPATION,** ON SECOND READING TO BECOME ORDINANCE NO. 3071.

RESULT: MOTION PASSED 6-0.

AYES: PHILIP WASSMER, DAVE RITTMAN, ROBERT LOCK, DOUGLAS WYLIE, MARC SPORTSMAN, GREG PLUMB

NOES: NONE

ABSTAIN: NONE

B. **Hold a public hearing and approve the first reading of an ordinance to extend the city limits by voluntary annexation to include real estate in unincorporated Platte County, generally located along the easterly line of the Thousand Oaks 16th Plat - Forest Park Development LLC, applicant**

Community Development Director Stephen Lachky provided an overview of the plats included in the voluntary annexation petition that were split between the city limits and unincorporated Platte County, noting that they were discussed by the Planning and Zoning Commission in November 2020 and the Board of Aldermen in January. A rezoning application was submitted to the Planning and Zoning Commission on June 8 and would be presented to the Board of Aldermen on July 6 following the two-week waiting period required by statute.

Mayor Johnston opened the public hearing for comments. Hearing none, she closed the public hearing.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3125, AN ORDINANCE **EXTENDING THE LIMITS OF THE CITY OF PARKVILLE BY VOLUNTARY ANNEXATION TO INCLUDE DESCRIBED REAL ESTATE IN UNINCORPORATED PLATTE COUNTY, GENERALLY LOCATED ALONG THE EASTERLY LINE OF THE THOUSAND OAKS 16TH PLAT SUBDIVISION - PLATTE COUNTY PARCEL NO. 20-9.0-29-000-000-006.001 (26.98 ACRES, MORE OR LESS),** ON FIRST READING AND POSTPONE

THE SECOND READING TO JULY 6, 2021.

RESULT: MOTION PASSED 6-0.

C. **Approve the first reading of an ordinance approving the final plat of The Woods At Creekside Third Plat - Case No. PZ 2021-22; Parkville Development 140 LLC, applicant**

Community Development Director Stephen Lachky stated that The Woods at Creekside was located in the northwest quadrant of the Creekside Development near the intersection of I-435 and Highway 45. The third plat would include 118 single-family homes on 23 lots on 4.8 acres with one tract for private open space for a pool and clubhouse. The Planning and Zoning Commission recommended approval on June 8.

Discussion focused on setbacks, the location of the future cemetery and the status of the residential development on the southeast quadrant.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3126, AN ORDINANCE **APPROVING THE FINAL PLAT OF THE WOODS AT CREEKSIDE, THIRD PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI,** ON FIRST READING AND POSTPONE THE SECOND READING TO JULY 6, 2021.

RESULT: MOTION PASSED 6-0.

D. **Approve the first reading of an ordinance to amend Parkville Municipal Code Section 405.010, Table 405-1 to align the land uses with the recent Parkville 2040 Master Plan - Case No. PZ 2021-17**

Community Development Director Stephen Lachky said that the Planning and Zoning Commission adopted the Parkville 2040 Master Plan on May 11. The Plan included updates to the zoning districts that needed to be updated in Table 405-1 in Section 405.010 of the Parkville Municipal Code. The Planning and Zoning Commission recommended approval of the text amendment on June 8.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3127, AN ORDINANCE **AMENDING PARKVILLE MUNICIPAL CODE SECTION 405.010, TABLE 405-1 TO ALIGN THE LAND USES WITH THE NEWLY ADOPTED PARKVILLE 2040 MASTER PLAN,** ON FIRST READING AND POSTPONE THE SECOND READING TO JULY 6, 2021.

RESULT: MOTION PASSED 6-0.

E. **Approve a construction agreement with Infrastructure Solutions for the 2021 Sanitary Sewer Repairs program**

Public Works Director Alysen Abel stated that the City repaired portions of the sanitary sewer system annually after the conditions have been reviewed by closed circuit televising of the lines. North Hills Engineering reviewed the footage and created a priority list. A bid opening was held on June 2 and six responses were received. Abel added that staff met with Missouri American Water at a pre-construction meeting for their waterline upgrades downtown and found out that they were working in an area next to a portion of the City's sanitary sewer that needed repaired. in order to minimize the disturbance to the land and effects on the residents, the City met with Kissick Construction, the contractor doing work for Missouri American Water, and Infrastructure Solutions, the low bidder for the project, and developed a plan to repair both utilities simultaneously. She said the City would pay Kissick Construction to do the work and complete a change order with Infrastructure Solutions to reduce their scope. Both contractors were agreed with the strategy.

Abel said that the project was over budget due to the cost of materials. A contractor that bored through the City's sewer line offered to pay for the repairs which would help cover a portion of the overage; the repair was included in the 2021 sewer repairs program. Two sewer plant clarifier projects in the 2021 Capital Improvement Program would be deferred to 2022 and savings in other budget line items would help cover the overage.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO **APPROVE A CONSTRUCTION AGREEMENT WITH INFRASTRUCTURE SOLUTIONS FOR THE 2021 SANITARY SEWER REPAIRS PROGRAM IN THE AMOUNT OF $285,667.**

RESULT: MOTION PASSED 6-0.

F. **Approve a purchase order with Fry & Associates for playground equipment in English Landing Park and Watkins Park**

Public Works Director Alysen Abel stated that City staff developed a strategy to improve three playground areas in English Landing and Watkins parks. In English Landing Park, new equipment would replace equipment that would be moved to Watkins Park. In Watkins Park, new equipment would also be purchased, in addition to the items moved from English Landing Park. She said that Fry & Associates was a local distributor that offered a discount to parks in the Kansas City metropolitan area. Based on discussion by the Finance Committee on June 7, a swing set would be added to Watkins Park. The Community Land and Recreation Board recommended approval of the purchase order on June 9.

Discussion focused on the costs compared to other vendors and the timelines for placing the order and receiving the equipment. Abel estimated the equipment would be delivered in approximately six weeks and she was hopeful that it would coincide with the other improvements that would be made in Watkins Park.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO **APPROVE A PURCHASE ORDER WITH FRY & ASSOCIATES TO PURCHASE PLAYGROUND EQUIPMENT FOR ENGLISH LANDING PARK AND WATKINS PARKS IN THE AMOUNT OF $22,694.80.**

RESULT: MOTION PASSED 6-0.

G. **Approve Change Order No. 1 with MegaKC for the Route 9 at 6th Street Improvements associated with a credit for duplicate electrical components**

Public Works Director Alysen Abel presented an overview of the three change orders with MegaKC for the Route 9 at 6th Street improvements project, noting that an agreement with MegaKC was approved on April 20.

Discussion focused on only notifying the Board of Aldermen if change orders affected the functionality of the project. City Attorney Chris Williams confirmed that the Board's direction was acceptable if the change orders were within the city administrator's approval authority. He recommended that the City adopt a policy to outline the process for approving change orders for larger projects.

No action taken because the Board of Aldermen believed it was within City Administrator Joe Parente's approval authority and did not require their approval per the City's purchasing policy.

H. **Approve Change Order No. 2 with MegaKC for the Route 9 at 6th Street Improvements associated with a credit for concrete pavement base material**

No action taken because the Board of Aldermen believed it was within City Administrator Joe Parente's approval authority and did not require their approval per the City's purchasing policy.

I. **Approve Change Order No. 3 with MegaKC for the Route 9 at 6th Street Improvements associated with an expense for signage**

No action taken because the Board of Aldermen believed it was within City Administrator Joe Parente's approval authority and did not require their approval per the City's purchasing policy.

J. **Approve an agreement with the Main Street Parkville Association for banners on public streetlights between 2nd and McAfee streets**

Public Works Director Alysen Abel said that in 2018 the City installed 17 decorative streetlights downtown that were leased through Evergy. The Main Street Parkville Association (MSPA) requested that the City install the banners throughout the year. MSPA received a grant from the Parkville Old Towne Market Community Improvement District to purchase the banners for the 17 streetlights between 2nd and Main Streets, as well as for the streetlights located in English Landing Center. Per the agreement, MSPA would purchase and store the banners and City staff would install them up to three times per year. Abel noted that the agreement also needed to be finalized with Evergy.

ACTION: IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO **APPROVE AN AGREEMENT WITH THE MAIN STREET PARKVILLE ASSOCIATION FOR BANNERS PUBLIC STREETLIGHTS BETWEEN 2ND AND MCAFEE STREETS.**

RESULT: MOTION PASSED 6-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

1. City Hall Closed July 4 - Independence Day

City Administrator Joe Parente said that City Hall would be closed on Monday, July 5 in observance of Independence Day.

Public Works Director Alysen Abel stated that an open house for the improvements to Route 9 from Highway 45 to Lakeview Drive would be held on June 22.

Abel provided clarification on comments she made at the June 1 meeting regarding public comments regarding the ball field project in Platte Landing Park. She said that the City was working with Vireo to develop a public engagement plan. Concepts and critical issues would be reviewed by the Board of Aldermen and the Community Land and Recreation Board (CLARB) during work sessions that would be held in late summer. She also said the public would have opportunities to provide public comments and ask questions during the work sessions. Abel added that the Platte County Commission approved a $1 million Park Partnership grant for project. City Administrator Joe Parente said that with the total budget being known, the specifics about the project could be developed in collaboration with the Board of Aldermen and CLARB. Staff would need to engage the engineer that performed the preliminary work and develop a scope of services agreement. Work sessions would be held near the end of summer to develop a concept plan and then public input would be sought.

Alderman Sportsman suggested that staff be sure to provide information to the residents and businesses along Route 9 between Highway 45 and Lakeview Drive regarding updates for the road improvements project.

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

Alderman Wassmer requested an update on the wetlands in Platte Landing Park and Public Works Director Alysen Abel said that City staff was in constant contact with the Corps of

Engineers to answer questions and develop a plan for the project.

Alderman Plumb provided information on fundraising efforts for the Veterans Memorial in English Landing Park and said there would be a raffle to raise approximately $100,000 to fund the first project for the memorial. He added that an Eagle Scout designed a sign that was approved by CLARB.

8. ADJOURN

Mayor Johnston declared the meeting adjourned at 8:49 p.m.

The minutes for June 15, 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 6th day of July 2021.

Submitted by:

City Clerk Melissa McChesney

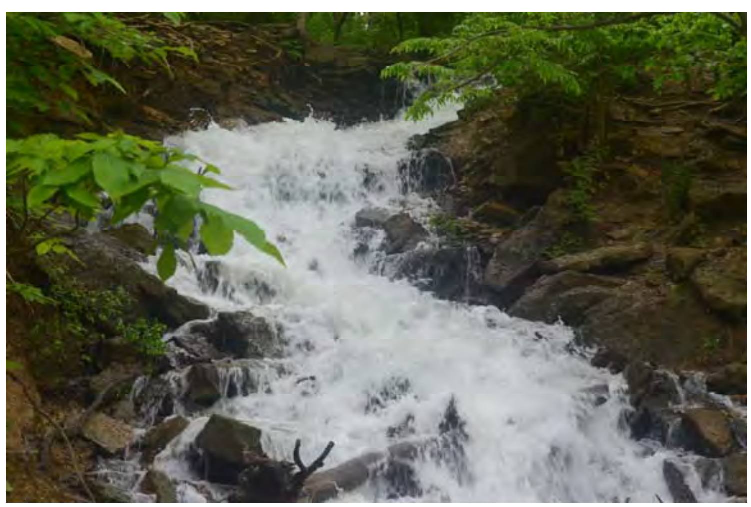
Parkville
Missouri
Economic Development Council

June 2021

Agenda

1. Role of Parkville EDC
2. Communication
3. Marketing
4. Project Update
5. Strategic Moves through 2022

Parkville
Missouri
Economic Development Council



Role of PEDC

PEDC is a non-profit, non-partisan membership organization serving economic developers:

- ❖ Promote the local economy
- ❖ Well-being and quality of life of the community
- ❖ Through a process of creating, retaining and expanding economic growth
- ❖ Protecting the tax base and enhancing the wealth of the community
- ❖ Encouraging quality development both residential and commercial in support of Parkville's economic base.

Parkville Missouri Economic Development Council

Timeline 2021-22
Quarterly Goals

Parkville Missouri Economic Development Council

Q3. Jul – Sep

- Update existing website
- Build network with development partners
- Establish newsletter
- Membership Campaign

Q4. Oct – Dec

- Develop education brochures to support development
- Continue enhancing website.
- Begin BRE with all local businesses

Q1. Jan – Mar

- Begin reporting cumulative information from BRE meetings.
- Newsletters on a regular basis

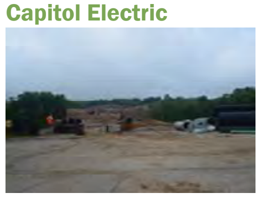
Q2. Apr – Jun

- Legislative priorities for Parkville
- Updating all communications

Projects Update

Creekside

Capitol Electric



APEX

6^{th} & Park

Downtown 353

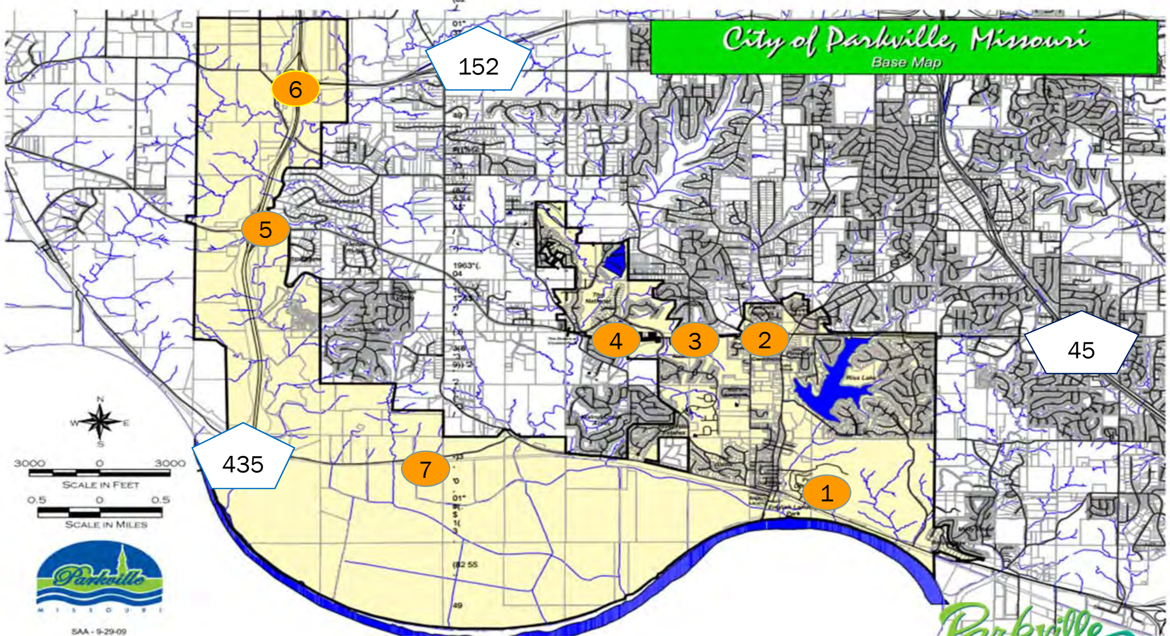
Projects

Pipeline

- Project Village
- Project 55+
- Project Hoof
- Project Veterans
- Project Perc

New Opportunities

- Bank to Law Firm
- Downtown
- Platte County Property
- HWY 9 Enhancements
- Parkville Commons surrounding area



7

2021 Semi-Annual Review

June 2021

Parkville Missouri Economic Development Council

Thank you

Thanks to your commitment and strong work ethic, this is the recipe for continued success for Parkville.

Parkville Economic Development Council

June 2, 2021

Ed Linnebur

Parkville Missouri Economic Development Council