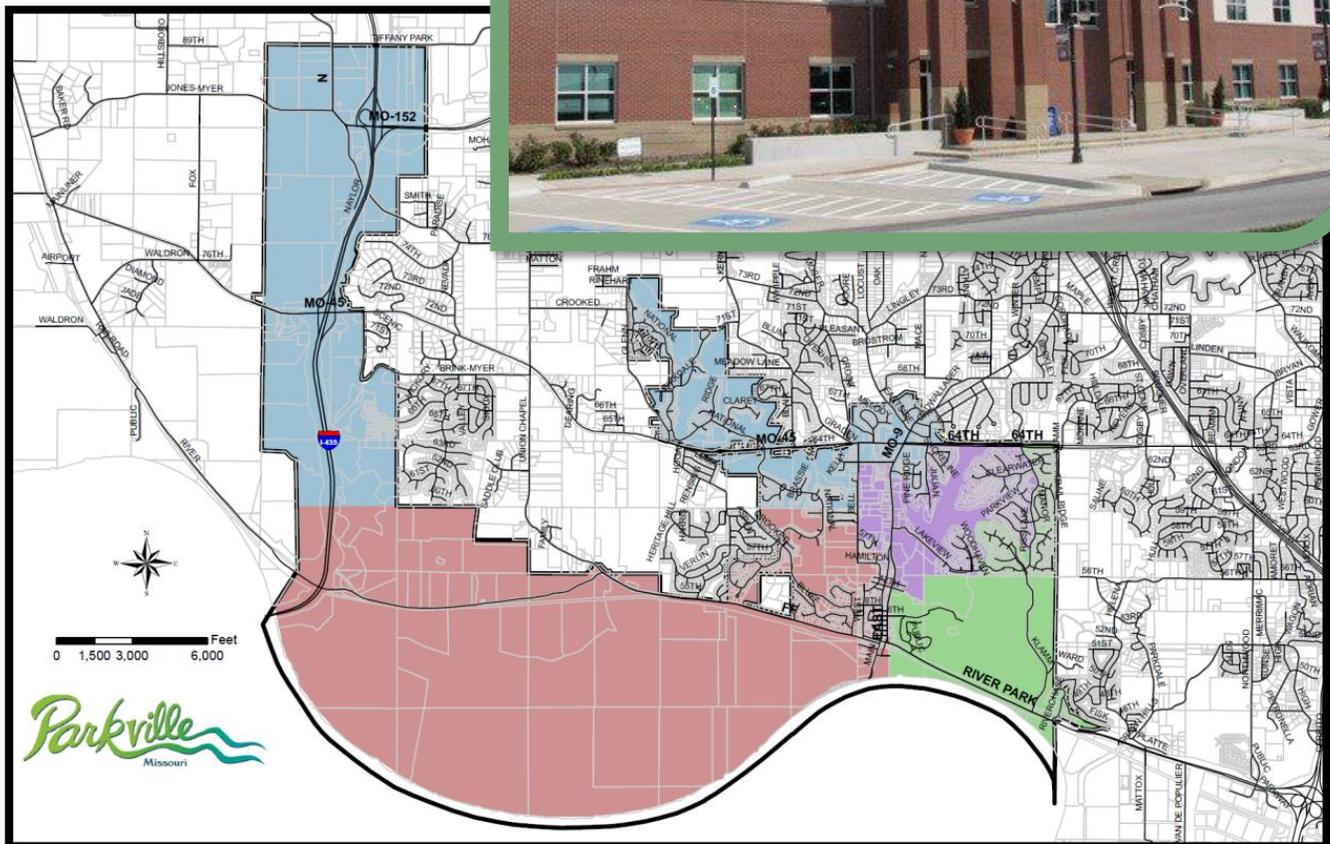


City of Parkville

2013 Annual Report



Message from City Administrator Lauren Palmer

Dear Mayor and Board of Aldermen,

Per Section 112.070.F. of the Parkville Municipal Code, I am pleased to share with you the 2013 City of Parkville Annual Report. This report is intended to record the important events, projects, accomplishments, and statistics that defined Parkville in 2013.

In my short tenure thus far, I have noticed that the City of Parkville has a Board with a forward thinking approach which will help Parkville face the challenges of today, but will also prepare the City for the complexities of the future. In 2013, City staff and elected officials made great progress in adopting best practices to become a more professional organization. Staff will continue to strive to become more forward thinking and action oriented in 2014.

In terms of major initiatives in 2013, Parkville saw the successful creation of the 2014 City Budget and the 2014-2019 Capital Improvements Program. Many improvements were incorporated into the budget document to increase readability and transparency for the Board and the general public. Additionally, major construction projects include Platte Landing Park, reconstruction of the Brink Myers Road retaining wall, and the UV Disinfection Project for the wastewater treatment plant. Successful grant driven planning initiatives such as the Livable Communities Study and the Downtown Master Plan further highlight Parkville's forward thinking approach in 2013. Furthermore, 2013 served as a spring board for sending Parkville into the 21st century. Citywide computer upgrades, a consistent social media presence, and live streaming board meetings over the internet have increased public transparency and reduced the "paper shuffle" at City Hall.

I look forward to 2014 being another year full of exciting projects and opportunities which will allow Parkville to grow and prosper as a community.

Sincerely,

Lauren Palmer
City Administrator



Form of Government

Parkville operates under a Board of Aldermen-City Administrator form of government. The mayor is elected at-large for a two-year term and two board members are elected for two-year terms from each of the City's four wards.

The Mayor and Board of Aldermen provide leadership in setting and achieving community policy, establishing the budget, and hiring the administrator/department heads. The Mayor and Board are committed to the provision of efficient and quality services essential to the quality of life we enjoy in Parkville.

The day-to-day operations of the city government are handled by a professional staff headed by the City Administrator. The City Administrator recommends the annual budget, implements policy adopted by the governing body, and supervises department head level positions.



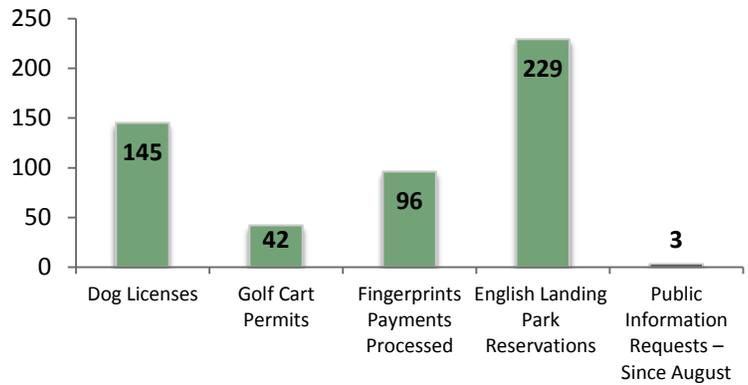
Pictured from left to right. Back Row: Sean Ackerson, Assistant City Administrator; Lauren Palmer, City Administrator; Jim Werner, Ward 2 Alderman; Steve Chinn, City Attorney; Nan Johnston, Ward 4 Alderman; Mayor Jim Brooks; Marc Sportsman, Ward 4 Alderman; Jackie Snyder, Ward 2 Alderman; Kirk Rome, Public Works Director. Front Row: Kevin Chrisman, Police Chief; Diane Driver, Ward 1 Alderman; Kendall Welch, Ward 3 Alderman; Kari Lamer, Ward 1 Alderman; Melissa McChesney, City Clerk; Chris Fisher, Ward 3 Alderman.

2013 City Accomplishments and Metrics by Department

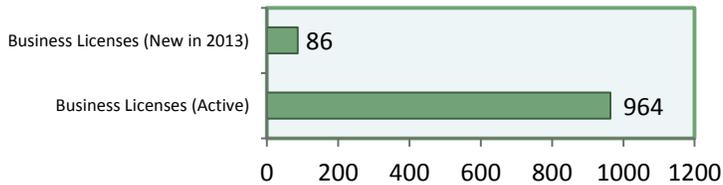
Administration

- Completed and adopted the 2014 City Budget and 2014-2019 Capital Improvement Program.
- Adopted a new financial reserve policy and Fewson fund policy.
- Developed and continue to maintain multi-year forecasts for all major funds.
- Implemented new sewer billing policies including automatic bank draft payments and penalties for delinquent accounts.
- Switched to Coventry Health Care for employee health insurance, resulting in a cost savings to the city.
- Implemented a revised accounts payable format for quicker processing and better record keeping.

Licenses, Permits, Requests, and Reservations



Business Licenses



- Purchased new computer hardware to support Office 2010 and Windows 7 citywide.
- Retired the Channel 2 cable broadcast and converted to a more affordable online streaming service.

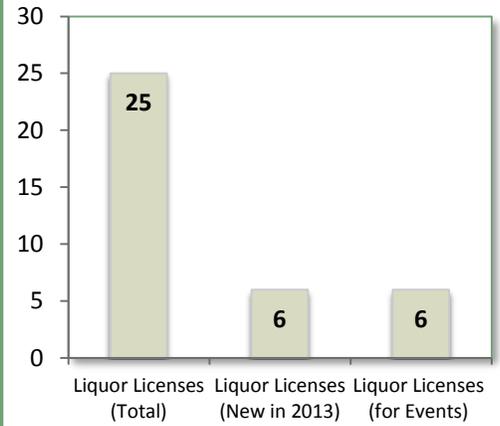
- Developed a consistent social media presence.
- Began process to codify city ordinances from July 22, 2009 to January 21, 2014.
- Proposed a sewer rate increase in accordance with the newly adopted sewer CIP and reserve policy.
- Increased budgetary transparency by eliminating excessive fund transfers and unused funds.

Tesla's Knights presents its robotics project about Parkville flood response.

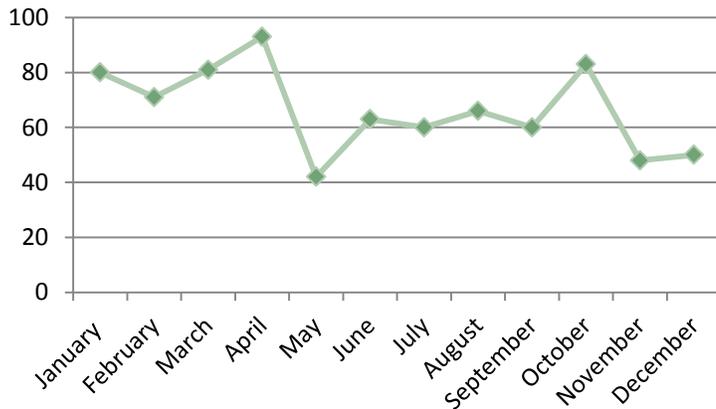


- Produced the Spring and Fall 2013 newsletters supported entirely by advertising.
- Indexed and scanned minutes, agendas, ordinances, resolutions, and work session packets since 2002.
- Evaluated the agenda packet preparation process and made it more efficient.
- Revamped the Board agenda to streamline meetings.
- Revitalized the business license database.
- Purchased the project accounting module for Incode (accounting software), to better track funds for multiyear projects.

Liquor Licenses



Speeding Citations processed per month by Municipal Court



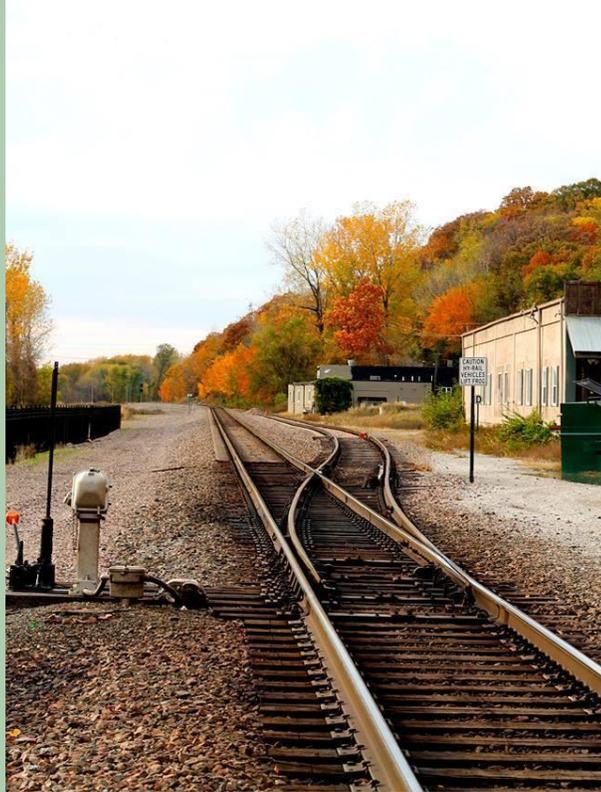
Total Number of Citation Cases Processed by the Municipal Court: 1,628

Total Citations involving Minors: 222

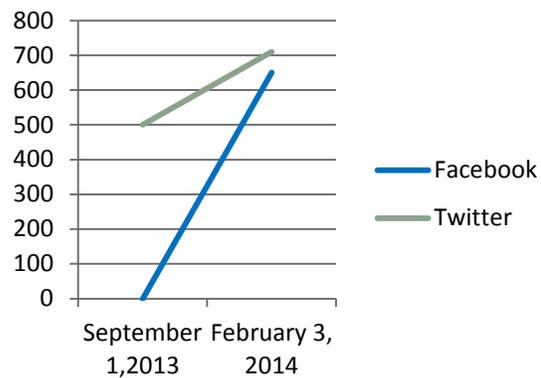
Total Citations involving Juveniles: 33



**View from railroad tracks in
Downtown Parkville**



Social Media "Likes"



More Administration Facts

Total salary and benefit expenditures jurisdiction-wide	\$1,940,319
Full-time regular employees on the payroll	35
Average years of service for all full-time regular jurisdiction employees	8.6
Employee Turnover Rate	23%
Sick Leave Hour Utilization Rate	15%



December 2013 in English Landing Park

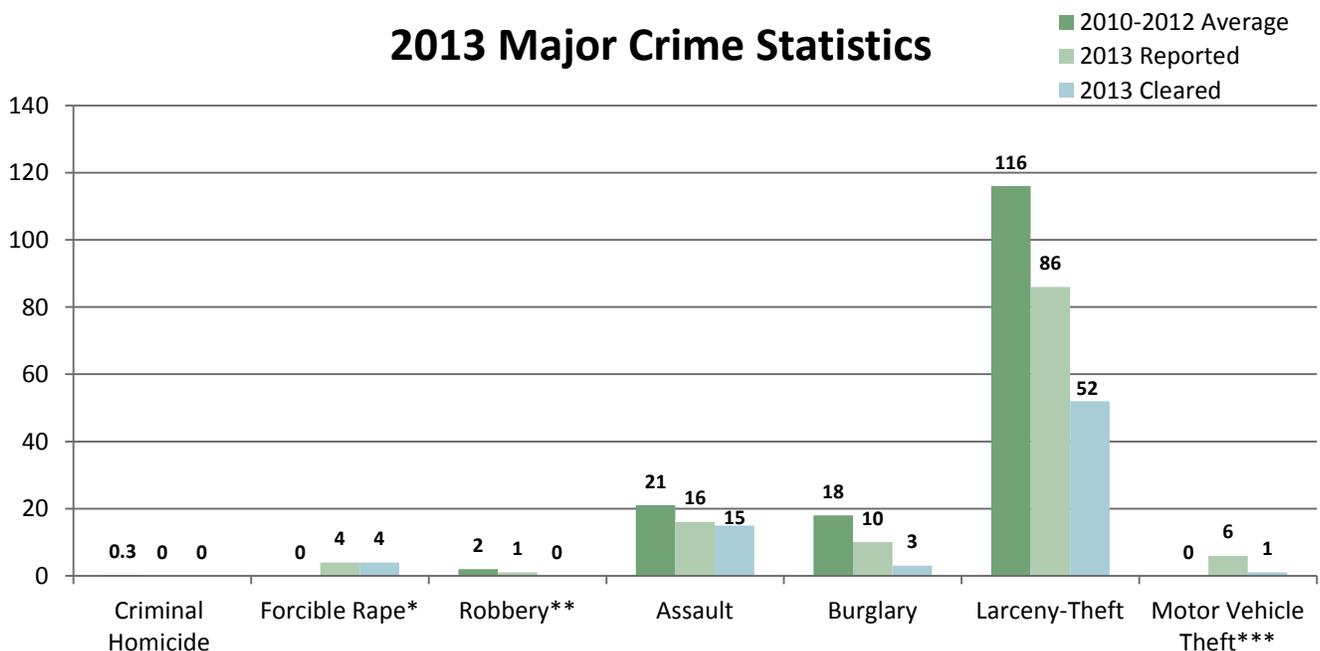
Police

- Purchased a new police vehicle to replace an older model with over 100,000 miles of use.
- Achieved full staffing level in 2013 with 17 sworn officers and 1 civilian member.
- Achieved accurate and timely reporting of all crimes reported to police.
- Made adjustments to patrols as crime trends were identified.
- Maintained police vehicle fleet in good working order.
- Hosted an Explorer Post through the Boy Scouts of America that currently has 3 community members ages 14-20 to assist the department with special functions.
- Utilized a detective and bicycle patrol units for community protection and citizen visibility.
- Harvested 26 deer (8 bucks and 18 doe) during the archery hunt on Park University property from September 15, 2013, to January 15, 2014 in an effort to control the urban deer population.
- Helped 14 needy children during the holiday season through Parkville's Shop with a Cop program. Participation in this event is voluntary, and all off-duty personnel chose to volunteer time.



Police Chief Chrisman with the new Police Cruiser

2013 Major Crime Statistics



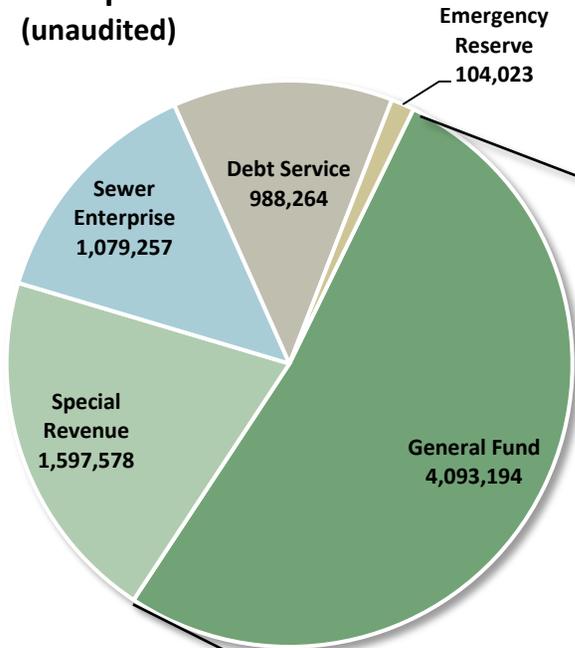
*All victims declined prosecution

** Strong-arm robbery (no weapon used)

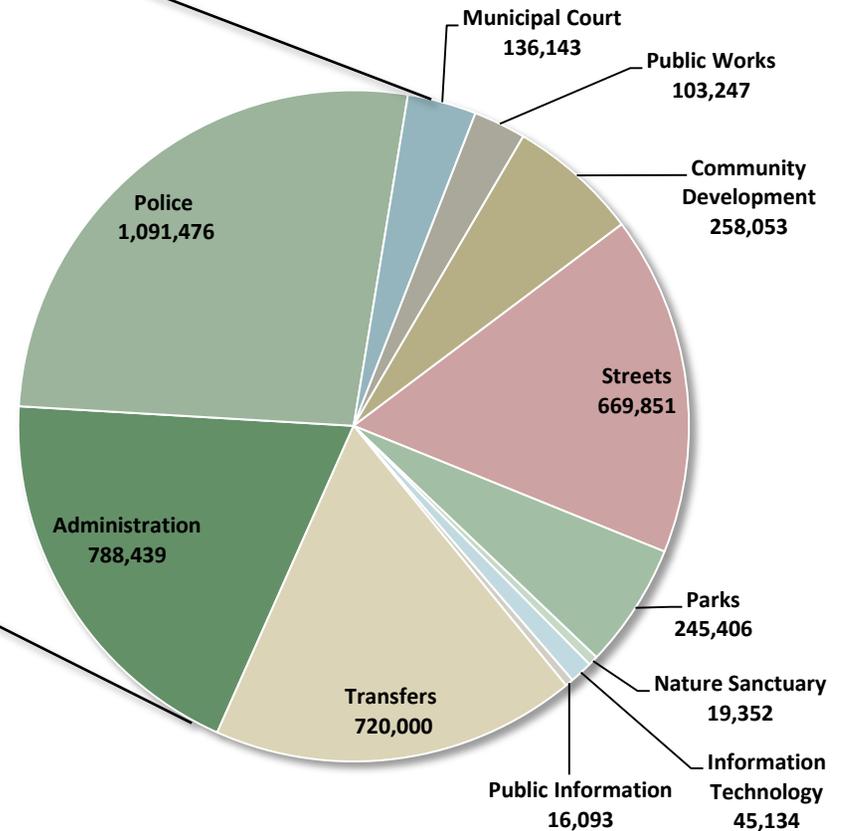
***All stolen vehicles were recovered

2013 Financial Summary

2013 Expenses (unaudited)



2013 General Fund Expenses (unaudited)



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Fund Information

The General Fund includes most basic government services such as Police, Municipal Court, Community Development, Public Works, Streets, and Parks

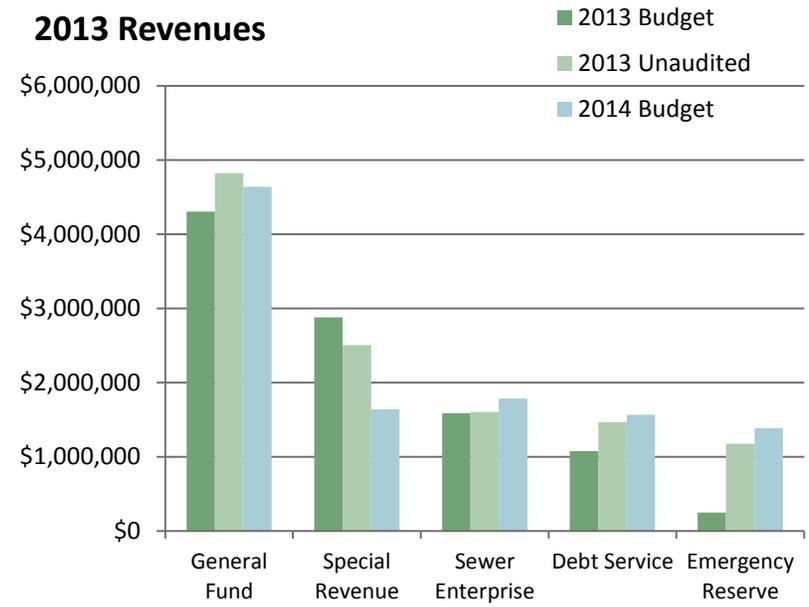
The Sewer Fund is an enterprise fund used to operate and maintain the City's sewer utility. It is funded by the revenue collected from charges on utility customers.

The Debt Service Funds are comprised of three funds that are used to account for the repayment of debt.

The Emergency Reserve Fund is intended to protect the City against emergency costs related to natural disasters, declared states of emergency, or other major unforeseen financial obligations.

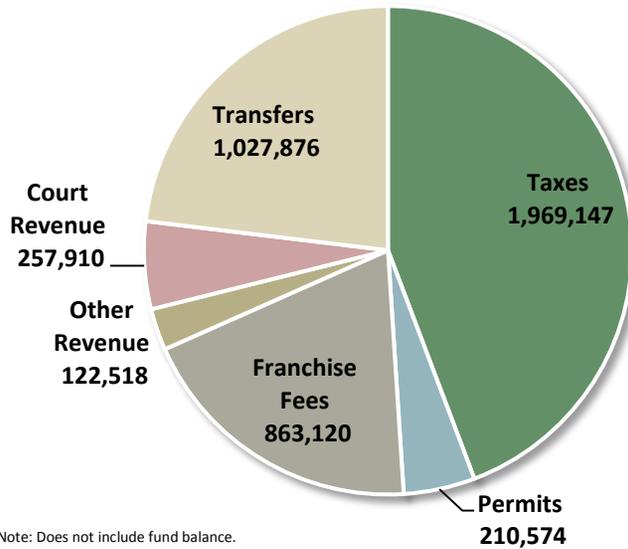
Special revenue funds typically have revenues for restricted purposes and include the Transportation Fund, Fewson Fund, Nature Sanctuary Donation Fund, Parks Donation Fund, and the Economic Development Fund, among others.

2013 Revenues



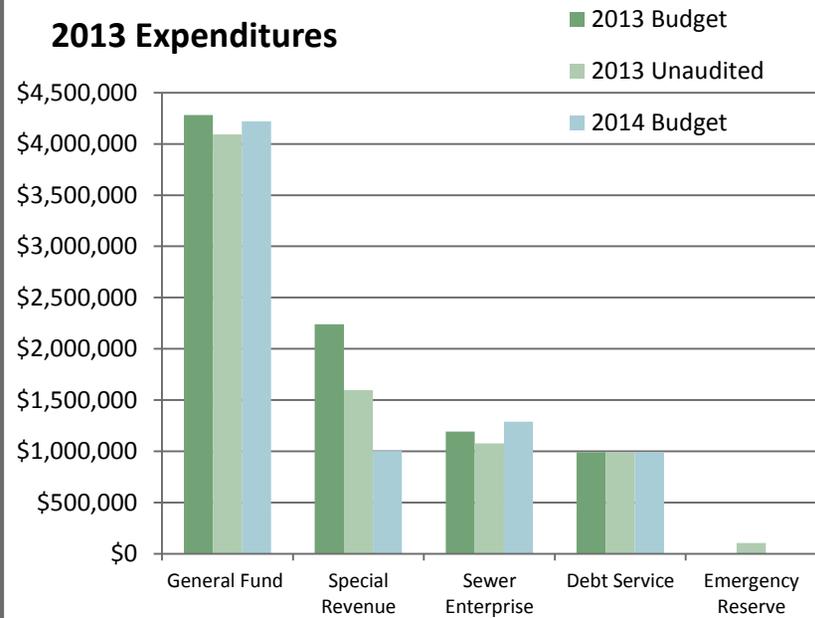
Note: Revenues include fund balances.

2013 General Fund Revenue (unaudited)



Note: Does not include fund balance.

2013 Expenditures



Public Works (Streets, Parks, Sewer, Nature Sanctuary)

- Awarded contract for reconstruction of the Brink Myers Road retaining wall (substantial completion in January 2014).
- Installed wastewater treatment plant UV disinfection addition for full operation in April 2014.
- Patched potholes, sealed pavement cracks, repaired storm sewers, and assisted with the annual contracted street maintenance curb/ sidewalk repair program.
- Repaired street signs and updated pavement markings in locations citywide.
- Purchased a new backhoe for the Streets Division.



Brink Myers Rd. retaining wall Reconstruction

Other Public Works Facts

Total Roadway lane miles	80 lane miles.
Snow and ice preventive measures	9 trucks and an average of 500 tons of salt and sand each Winter.
City Parks	English Landing Park, Pocket Park, Watkins Park, Adams park, and Platte Landing Park (2014). Approximately 210 acres including Platte Landing Park.
Total park acreage	
Other area recreation options	County YMCA, Parkville Athletic Complex, Parkville Nature Sanctuary, Park University facilities.
Total number of sewer miles	30 miles.
Number of sewer accounts	1704 accounts.
Street Sweeping	Once a Year.

- Plowed snow and applied salt/sand to provide clear travel routes on the City's street network. The City received multiple citizen compliments for snow and ice operations in December 2013.

- Successfully hosted the spring Northland Recycling Extravaganza event with the City of Riverside. The event won Outstanding Green Event Award from the Mid-American Regional Council – Solid Waste Management District.

- Provided mosquito and weed control in the City rights-of-way and parks.
- Worked with partners (MODOT and Platte County) to secure full funding to proceed with the widening of Highway 45 – Phase C (from Route K to I-435). Design will begin in 2014 and construction is anticipated in 2016.



Platte Landing Park Boat Ramp Installation

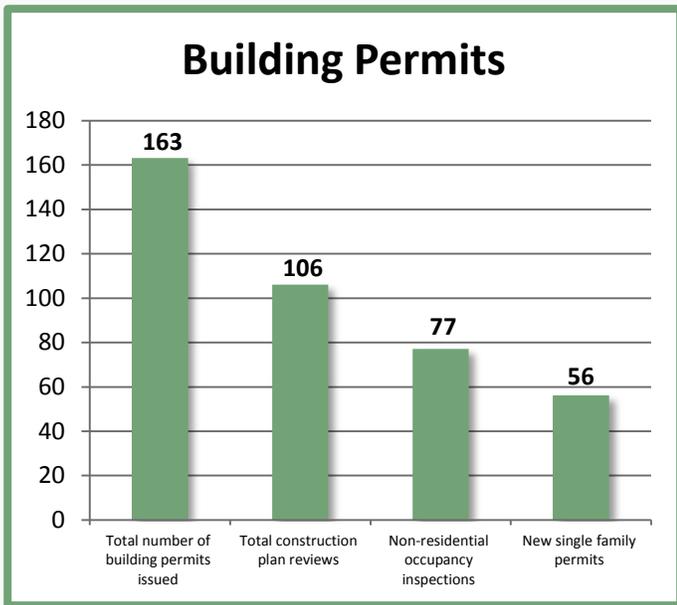
- Wrapped up 2011 flood repair work and documentation. In the fall, approximately 10 workers assisted with flood cleanup projects in English Landing Park by means of grant assistance from the Full Employment Council.
- Reviewed plans and inspected construction of Thousand Oaks public improvements in the 13A, 15, and 18 plats.
- Applied for and received grants for Highway 9 entryway improvements, Parkville Athletic Complex (PAC) detention pond improvements, and a GIS based tree inventory in English Landing Park.
- Participated in the M-Power program with KCP&L to reduce sewer plant electricity consumption at peak hours.
- Awarded contract for the Parks Building façade improvements in English Landing Park (estimated completion in April 2014).
- Completed the grant-funded Livable Communities Study to plan for transportation improvements in downtown Parkville.
- Coordinated efforts with Platte County to design and construct Phase I of Platte Landing Park (estimated completion in Spring 2014).
- Assisted events at English Landing Park including Parkville Days and Microbrew Fest, among many others.
- Provided park maintenance, trimmed trees, and kept city parks in great condition.
- Purchased and installed a new storage shed in the Parkville Nature Sanctuary.
- Organized many Nature Sanctuary programs including Ghost Stories, Walk with Santa, and Through the Woods 5k.
- Initiated improvements to the Pinecrest Sewer Pump Station.



Walk with Santa at the Parkville Nature

Community Development

- Completed the Downtown Master Plan (adoption anticipated in March 2014).
- Purchased tablets for code enforcement officers to use in the field to improve efficiency.
- 100% clearing of all 1,406 Missouri One Call Utility locates.
- Indexed and scanned building permits and related records prior to 1998.
- Updated department application forms for permit and planning reviews to an electronic format.
- Updated City street addresses for coordination with the regional 911 service.
- Partnered with the Parkville Economic Development Council to create a conceptual site plan for a sports park at the intersection of I-435 and Highway 45.
- Approved 22 sign permits, 12 temporary sign permits, and removed 271 illegal signs.
- Reviewed and facilitated approval of 20 development applications including plats, zoning district changes, conditional use permits, and planned district modifications.



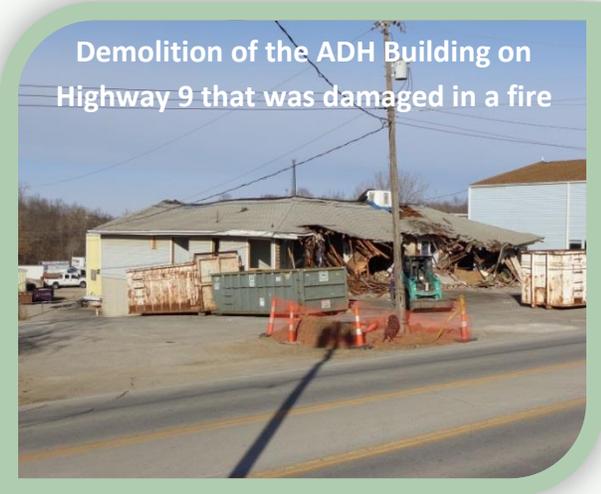
Total Permit Fees:
\$156,416.58

Single Family Permit Fees:
\$129,647

Total Inspections:
1,541

Improvement fees:
\$24,869.01

New Single Family Valuation:
\$15,963,534



Sewer connection fees:
\$60,900

Code Enforcement



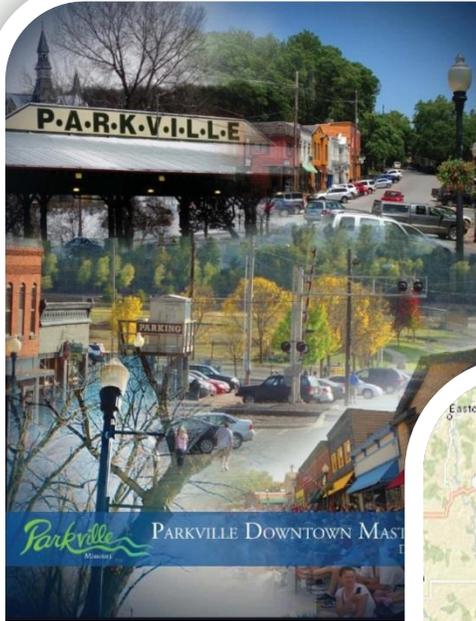
Floodplain compliance reviews: 9

Floodplain permits issued: 1

Commercial tenant finish: 14

Commercial tenant finish - finished square footage:

11,070 sf



Commercial finish permit fees:

\$4,596.25

Commercial tenant finish valuation of improvements:

\$38,068



For more information contact:

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