



Note: A public hearing for the Parkville Market Place Tax Increment Financing Five-Year Review is scheduled at 5:30 p.m.

Note: During the regular meeting, a closed executive session will be held to discuss matters of attorney-client privilege and matters of litigation, pursuant to RSMo 610.021(1).

BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, February 18, 2014, 7:00 pm
City Hall Boardroom

Next numbers: Bill No. 2760 / Ord. No. 2730

1. CALL TO ORDER and ROLL CALL

2. CITIZEN INPUT

- A. Carolyn Elwess update for the Platte County 175th Anniversary Committee

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the January 21, 2014 regular meeting
B. Approve the minutes for the February 10, 2014 special meeting
C. Receive and file the 2013 Annual Report
D. Second Reading of Bill No. 2421 to approve and designate Project I of the Parkville Market Place Tax Increment Financing Plan (postpone to future date)
E. Accounts Payable
F. Application for a sign permit for GNC, 6325 Lewis Street, Suite 105, in the Parkville Commons – Application No. SPA14-01; KC Sign Express on behalf of GNC, applicants
G. Temporary caterer permit from Myron Green Corporation dba Bonterra Catering for the National Wild Turkey Federation Banquet/Auction on March 7, 2014 at the Parkville Athletic Complex

Please Note: All matters listed under "Consent Agenda" are considered to be routine by the Board of Aldermen and will be enacted upon 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 of any Alderman, followed by a second and a majority voice vote to "Approve the Consent Agendas as Published".

5. ACTION AGENDA

- A. Approve agreements for underwriter services (Administration)
B. Approve an agreement with the Parkville Vikings Football Club for use of the City property generally known as Vikings Field (Administration)
C. Memorandum of Understanding with the Platte County Regional Sewer District regarding negotiations for the transfer of the Parkville Sewer Utility (Administration)

- D. Ordinance employing Kelly Yulich as part-time Community Development Department Assistant (Community Development)

6. NON-ACTION ITEMS

- A. Downtown Master Plan

7. STAFF UPDATES ON ACTIVITIES

- A. Community Development
 - 1. Highway 45 Corridor Plan

8. CITY COMMITTEE REPORTS

- A. Community Land & Recreation Board (Ms. Driver)
- B. Environmental (Ms. Welch)
- C. Farmers Market (Ms. Driver)
- D. Financial Report (Mr. Werner) – month ending January 31, 2014**
- E. Nature Sanctuaries (Ms. Driver)

9. OTHER COMMITTEE REPORTS

- A. Friends of Parkville Animal Shelter FOPAS (Ms. Snyder)
- B. Parkville Economic Development Council (Ms. Johnston)
- C. Parkville Area Chamber of Commerce (Mr. Werner)
- D. Main Street Association (Ms. Lamer)
- E. Banneker School (Mr. Brooks)
- F. Park University (Ms. Snyder)

10. MISCELLANEOUS ITEMS FROM THE BOARD

11. EXECUTIVE SESSION

- A. Attorney-client privilege and matters of litigation, pursuant to RSMo 610.021(1)

12. ADJOURN

General Agenda Notes:

This agenda closed at noon on Thursday, February 13, 2014. 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. Emergencies and urgent matters may be placed on an amended agenda only upon the vote of the Board of Aldermen.

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, January 21, 2014, and was called to order by Mayor Jim Brooks. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Drive	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- absent w/ prior notice	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff was also present:

Lauren Palmer, City Administrator
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director
Kevin Chrisman, Police Chief
Kirk Rome, P.E., Public Works Director
Steve Chinn, City Attorney

2. CITIZEN INPUT

3. MAYOR'S REPORT

4. CONSENT AGENDA ITEMS

- A. Approve the minutes for the January 7, 2014 regular meeting
- B. Approve a sign permit for Sakae Sushi, 6325 Lewis Street, Suite 100, in the Parkville Commons – Application No. SPA13-23; Metal Works Co. on behalf of Sakae Sushi, applicants
- C. Accounts Payable

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO **APPROVE THE CONSENT AGENDA AS PRESENTED**. ALL AYE, MOTION PASSED 7-0.

5. ACTION AGENDA

A. Conduct a public hearing and approve an ordinance to amend Chapter 703 of the Parkville Municipal Code to implement a 3 percent rate increase for the sewer utility

Mayor Brooks opened the public hearing. City Administrator Lauren Palmer recommended approval of an ordinance for a three percent increase for the sewer utility. She noted the sewer budget included a capital outlay of over \$470,000 and the largest projects were the Eastside Pump Station redirection and the CCTV inspection to look for defects in the system. The recommendation was to implement a steady and modest increase annually to avoid double-digit increases in the future. Palmer noted the last increase of two percent was in 2009 and was implemented in 2010. The impact to the average household would be \$1.05 per month and would take effect on the February billing. A question was raised about customer notification and Palmer responded that a note would be included on the bill with a reference to the website, which would be updated with information from the agenda packet.

Mayor Brooks invited public comments and/or questions regarding the sewer rate increase. Hearing none, he closed the public hearing.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN

FISHER THAT BILL NO. 2757, AN **ORDINANCE ADOPTING A THREE PERCENT INCREASE TO THE SEWER BASE CHARGE, SEWER USE CHARGE AND SURCHARGE FOR CUSTOMERS OF THE PARKVILLE SEWER SYSTEM**, BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2757 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2757 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2727. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, FISHER, AND SPORTSMAN; MOTION PASSED 7-0.

Bill No. 2757 was posted on January 17, 2014.

B. Ordinance to amend Chapter 630 of the Municipal Code and approve a use agreement with Parkville Farmers Market Association

City Administrator Lauren Palmer noted the request was a two-part action, one to approve a use agreement with the Parkville Farmers Market Association (PFMA) and one to amend the Parkville Municipal Code. Palmer stated the market was previously operated by the City who hired a manager each season. The recommendation would change the arrangement and it would run as a non-profit agency with the space leased by the PFMA for a negotiated fee of \$1,000 annually. Palmer noted to facilitate the arrangement municipal code changes to Chapter 630 were required because the current code included provisions no longer needed. A concern was raised regarding possible vendor problems and Palmer responded that City staff would continue to be a contact but was now the responsibility of the PFMA. She also noted that the agreement could be terminated with 60 days' notice if necessary.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO **APPROVE A USE AGREEMENT WITH THE PARKVILLE FARMERS MARKET ASSOCIATION TO OPERATE A FARMERS MARKET IN DOWNTOWN PARKVILLE**. ALL AYE, MOTION PASSED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2758, AN **ORDINANCE AMENDING AND APPEALING EXISTING TITLE VI, CHAPTER 630 OF THE MUNICIPAL CODE AND ENACTING NEW PROVISIONS RELATING TO THE FARMERS MARKET**, BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2758 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2758 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2728. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, FISHER, AND SPORTSMAN; MOTION PASSED 7-0.

Bill No. 2758 was posted on January 17, 2014.

C. Ordinance authorizing a cost share agreement with the Missouri Highways and Transportation Commission of the Department of Transportation for the widening of Route 45-Phase C

City Administrator Lauren Palmer stated the agreement related to the widening of Highway 45 from Route K to I-435 and outlined the financial responsibility for all the parties involved: City of Parkville, Platte County, and the Missouri Department of Transportation (MoDOT). She added that the City's portion included ongoing maintenance of the multimodal trail and vegetation within the City limits. Platte County would review its related agreement on February 3 and MoDOT would hold a public hearing in March. Once all parties have executed the agreement, the project would be added to the State Transportation Improvement Program and construction would begin in 2016. Palmer added staff was working with MoDOT on a separate maintenance agreement which would come to the Board at a future date. Further discussion focused on the maintenance included in the other phases of the project.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2759, AN **ORDINANCE AUTHORIZING A COST SHARE AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION OF THE DEPARTMENT OF TRANSPORTATION FOR THE WIDENING OF ROUTE 45 – PHASE C IN PLATTE COUNTY**, BE APPROVED ON FIRST READING. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2759 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE, MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER THAT BILL NO. 2759 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2729. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, FISHER, AND SPORTSMAN; MOTION PASSED 7-0.

Bill No. 2759 was posted on January 17, 2014.

D. Amendment to Parkville Commons Plan to accommodate an electronics and appliance recycling bin – Case PZ13-15; applicant, Blake Lostal, Computer Recycle USA

Assistant City Administrator/Community Development Director Sean Ackerson stated a request was received from Computer Recycle USA for an electronics and appliance recycling container available to the community at no charge. The agreement was between Computer Recycle USA; Fivestar Lifestyles, LLC; and Tech Express LLC and included a proposed 90-day trial period (from date bin placed at location). If conditions were met it would automatically renew. Terms included those listed in the site agreement, removal of bin within 10-days' notice from the Board, obtaining a business license, and carrying general liability insurance for not less than \$1 million.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO **APPROVE THE AMENDMENT TO PARKVILLE COMMONS PLAN TO ACCOMMODATE AN ELECTRONICS AND APPLIANCE RECYCLING BIN, SUBJECT TO THE TERMS AND CONDITIONS OF THE ATTACHED SITE AGREEMENT; REMOVAL OF THE BIN WITHIN 10 DAYS FOLLOWING NOTICE OF A BOARD OF ALDERMEN DETERMINATION THE SITE IS NOT ADEQUATELY MAINTAINED; OBTAINING A PARKVILLE BUSINESS LICENSE; AND MAINTAINING GENERAL LIABILITY INSURANCE IN AN AMOUNT NOT LESS THAN \$1,000,000**. ALL AYE, MOTION PASSED 7-0.

6. STAFF UPDATES ON ACTIVITIES

A. Police Department

Police Chief Kevin Chrisman provided an update on the deer harvest that concluded January 15 and noted the crime stats for November were e-mailed previously to the Board.

B. Public Works

Public Works Director Kirk Rome provided an update on the Brink Myers retaining wall project, noting it was substantially complete and the road was open to two-way traffic. He noted minor work included staining the upper portion, restoration seeding, and minor mill/overlay and curb and gutter work. Rome also stated the City received an outreach grant for Platte Landing Park in the amount of \$62,000 for the trail and open playfields, a copy of which is attached

7. CITY COMMITTEE REPORTS

Environmental – Alderman Welch

Alderman Welch presented the City's Northland Recycling Extravaganza award to the Board.

Financial Reports Month Ending December 31, 2013 – Alderman Werner

Alderman Werner provided an overview of the financial report, noting that revenues exceeded expenses because of lower payroll numbers due to vacant positions. He also said the City was able to carry over a significant amount to the Emergency Reserve Fund, the Sewer Fund would be improved with the sewer rate increase, and the Transportation Fund was not as positive with an estimated ending balance near zero. He stated the City was in good financial condition with the one caveat.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ACCEPT THE FINANCIAL REPORT FOR THE MONTH ENDING DECEMBER 31, 2013. ALL AYE, MOTION PASSED 7-0.

Policy – Alderman Werner and Alderman Welch

Alderman Welch recommended the Policy Committee be discontinued because she felt the City Administrator was doing a good job. She noted that she proposed the idea to Alderman Werner and he agreed with her recommendation.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO DISCONTINUE THE POLICY COMMITTEE. ALL AYE, MOTION PASSED 7-0.

8. OTHER ORGANIZATION REPORTS

9. MISCELLANEOUS ITEMS FROM THE BOARD

10. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN FISHER TO ADJOURN THE JANUARY 21, 2014 REGULAR BOARD MEETING AT 8:00 P.M. ALL AYE, MOTION PASSED 7-0.

The minutes for Tuesday, January 21, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on the eighteenth day of February 2014.

Submitted by:

City Clerk Melissa McChesney -- 1/24/2014

2014-00?

1. CALL TO ORDER

A special meeting of the Board of Aldermen was convened at 12:00 p.m. on Tuesday, February 10, 2014, and was called to order by Alderman Nan Johnston. City Clerk Melissa McChesney called the roll as follows:

Mayor Jim Brooks	- absent with prior notice
Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Jackie Snyder	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman Chris Fisher	- absent with prior notice
Ward 4 Alderman Marc Sportsman	- absent with prior notice
Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present. Due to the absence of the mayor and acting president, the senior-most alderman Nan Johnston led the meeting.

The following staff was also present:

Lauren Palmer, City Administrator
Sean Ackerson, Asst. City Administrator/Comm. Dvlpt. Director
Kevin Chrisman, Police Chief
Kirk Rome, P.E., Public Works Director
Matthew Chapman, Finance/Human Resources Director
Steve Berg, City Treasurer

2. ACTION AGENDA

A. Accounts Payable

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN WERNER TO **APPROPRIATE \$209,510.90 OF CITY FUNDS TO PAY SALARIES AND ACCOUNTS.** ALL AYE, MOTION PASSED 6-0.

3. ADJOURN

IT WAS MOVED BY ALDERMAN LAMER AND SECONDED BY ALDERMAN SNYDER TO **ADJOURN THE FEBRUARY 10, 2014 SPECIAL BOARD MEETING AT 12:02 P.M.** ALL AYE; MOTION PASSED 6-0.

The minutes for the special meeting Monday, February 10, 2014, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the eighteenth day of February 2014.

Submitted by:

City Clerk Melissa McChesney
2/11/2014

CITY OF PARKVILLE
Policy Report

Date: February 12, 2014

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:
Receive and file the 2013 Annual Report.

BACKGROUND:

Section 112.070.F. of the Parkville Municipal Codes states that, “the City Administrator shall prepare and present to the Mayor and Board of Aldermen an annual report of the City’s affairs, including in such report a summary of reports of department heads and other such reports and the Mayor and Board of Aldermen may require.” The 2013 Annual Report includes a summary of major accomplishments by department for the calendar year. The report also includes a financial summary of revenues and expenses categorized by major governmental funds. The report will be available on the City’s website for public review and will be advertised through social media and the citizen newsletter.

BUDGET IMPACT:

There is no cost associated with this action.

ALTERNATIVES:

1. Receive and file the 2013 Annual Report.
2. Table the item.
3. Provide alternative direction to city administration.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen take action to officially acknowledge receipt of the 2013 Annual Report.

SUGGESTED MOTION:

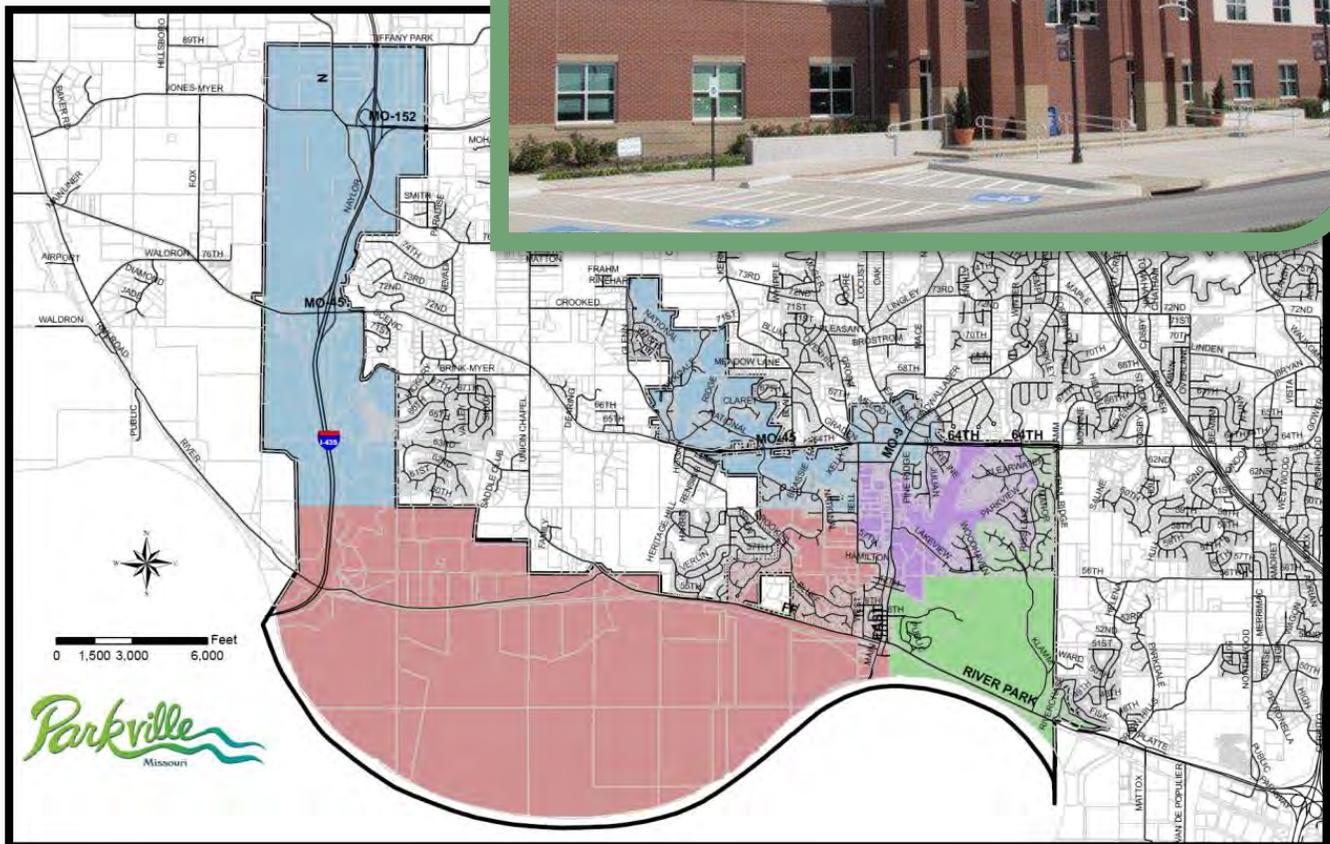
I move to receive and file the 2013 Annual Report.

ATTACHMENT:

1. 2013 Annual Report
-

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.



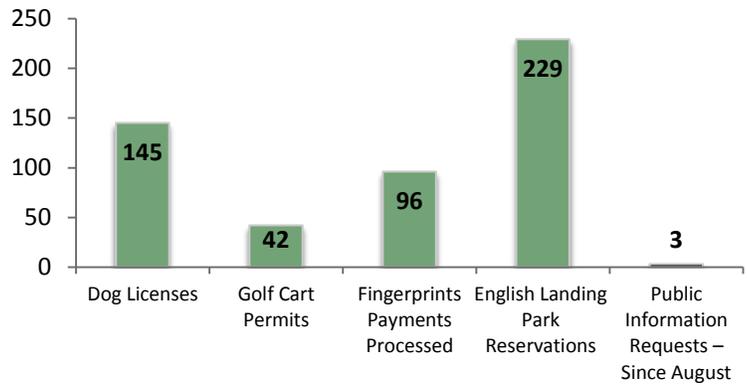
Pictured from left to right. Back Row: Sean Ackerson, Assistant City Administrator; Lauren Palmer, City Administrator; Jim Werner, Ward 2 Alderman; Steve Chinn, City Attorney; Nan Johnston, Ward 4 Alderman; Mayor Jim Brooks; Marc Sportsman, Ward 4 Alderman; Jackie Snyder, Ward 2 Alderman; Kirk Rome, 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

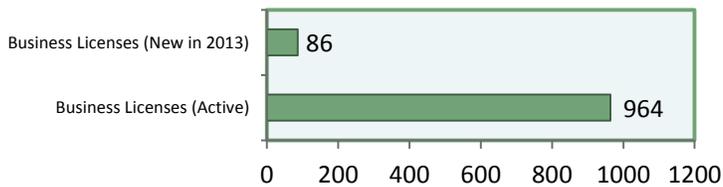
Administration

- 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.

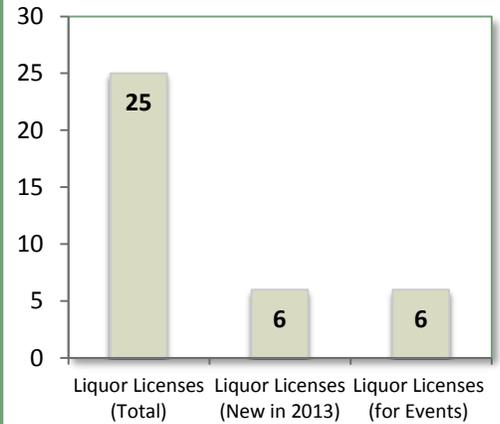
- Developed a consistent social media presence.
- Began process to codify city ordinances from July 22, 2009 to January 21, 2014.
- Proposed a sewer rate increase in accordance with the newly adopted sewer CIP and reserve policy.
- Increased budgetary transparency by eliminating excessive fund transfers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

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

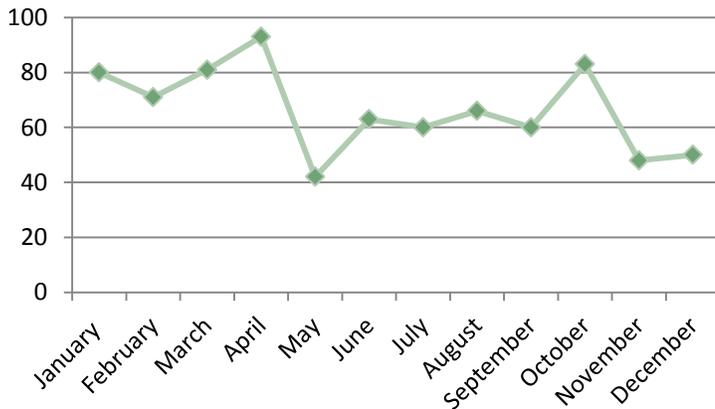


- Produced the Spring and Fall 2013 newsletters supported entirely by advertising.
- Indexed and scanned minutes, agendas, ordinances, resolutions, and work session packets since 2002.
- Evaluated the agenda packet preparation process and made it more efficient.
- Revamped the Board agenda to streamline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

Liquor Licenses



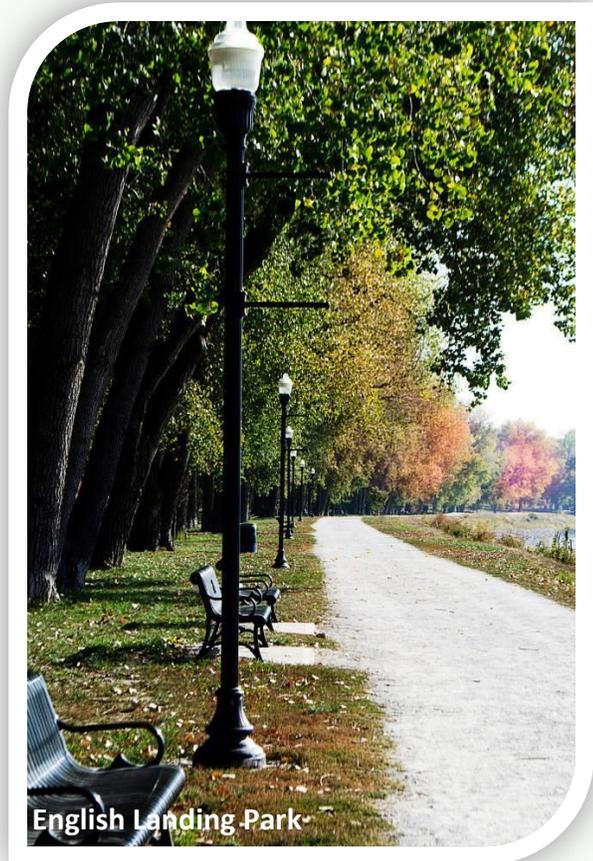
Speeding Citations processed per month by Municipal Court



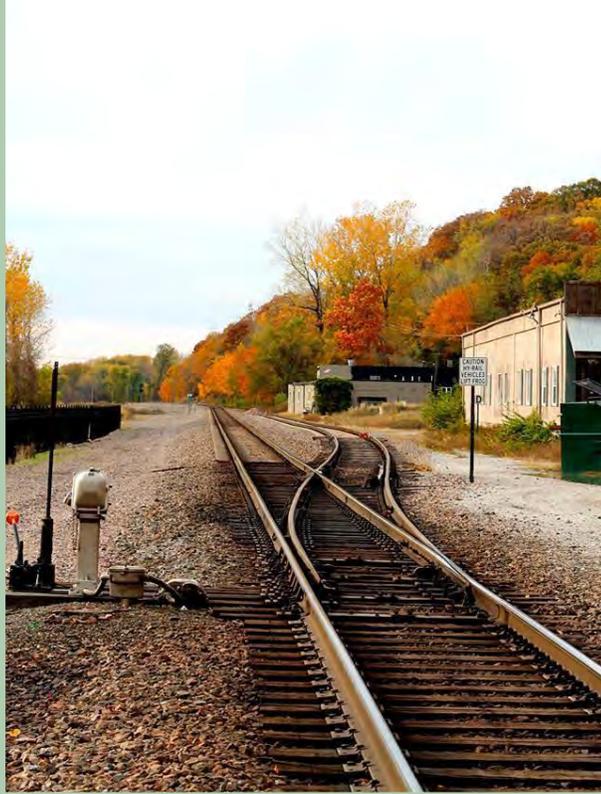
Total Number of Citation Cases Processed by the Municipal Court: 1,628

Total Citations involving Minors: 222

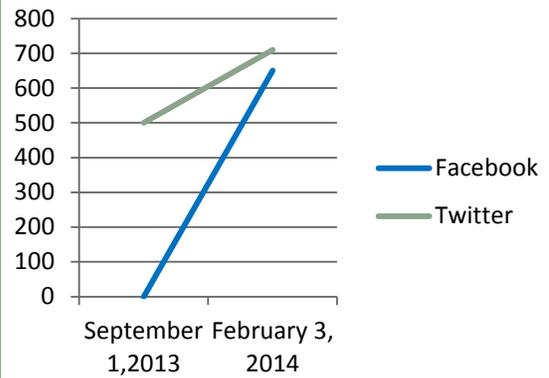
Total Citations involving Juveniles: 33



**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

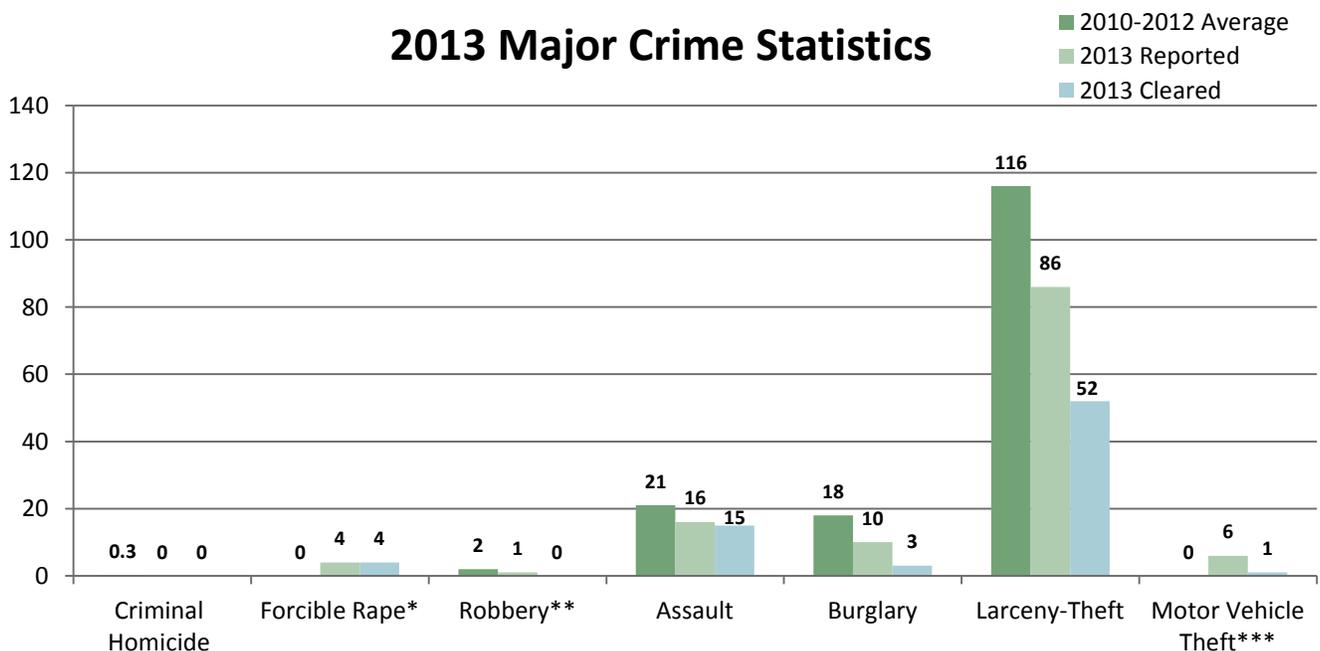
Police

- 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



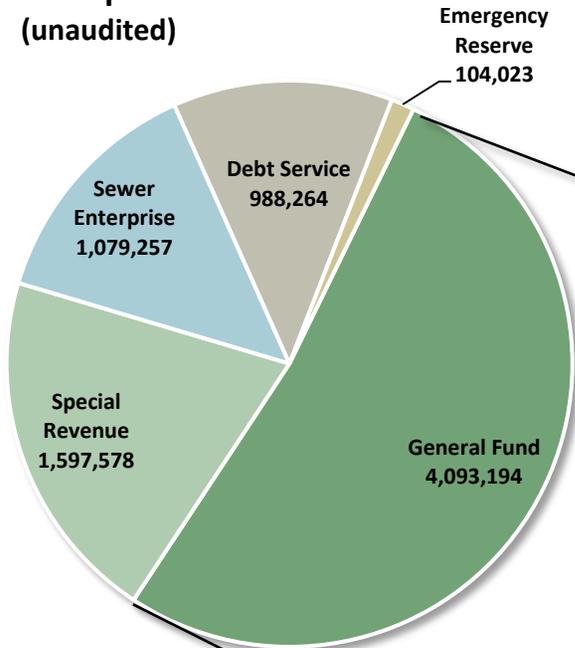
*All victims declined prosecution

** Strong-arm robbery (no weapon used)

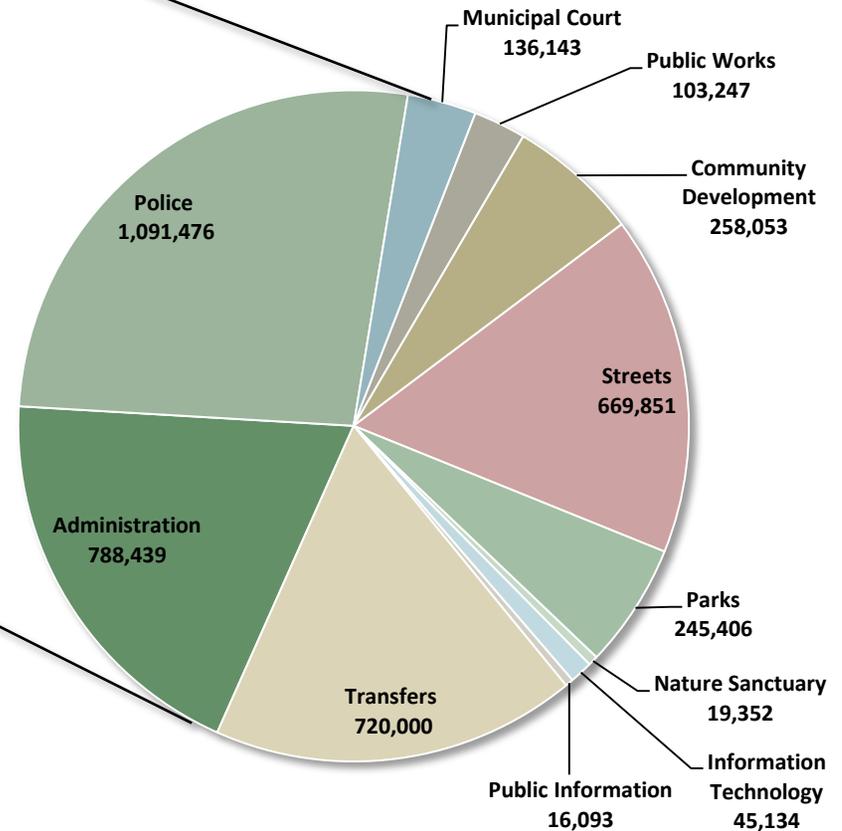
***All stolen vehicles were recovered

2013 Financial Summary

2013 Expenses (unaudited)



2013 General Fund Expenses (unaudited)



Continued on the Next Page

Fund Information

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

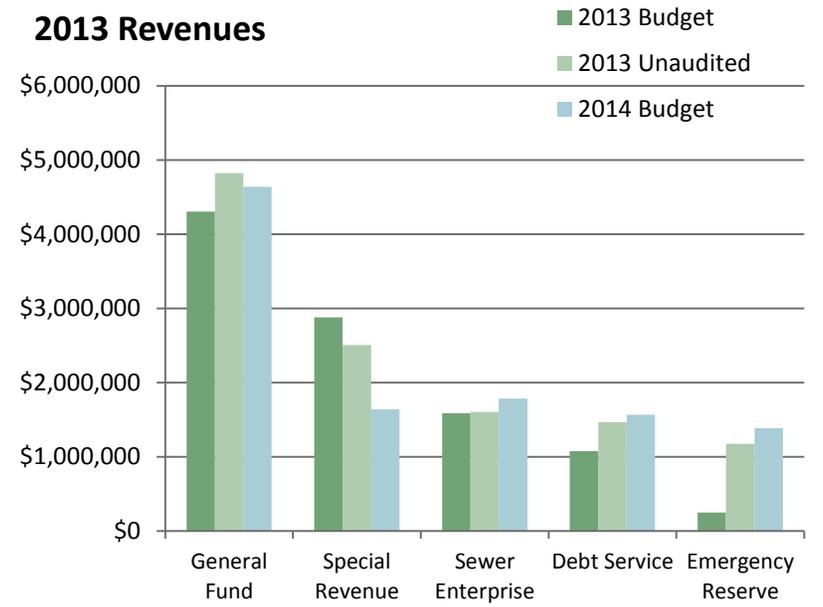
The Sewer Fund is an enterprise fund used to operate and maintain the City's sewer utility. It is funded by the revenue collected from charges on utility customers.

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.

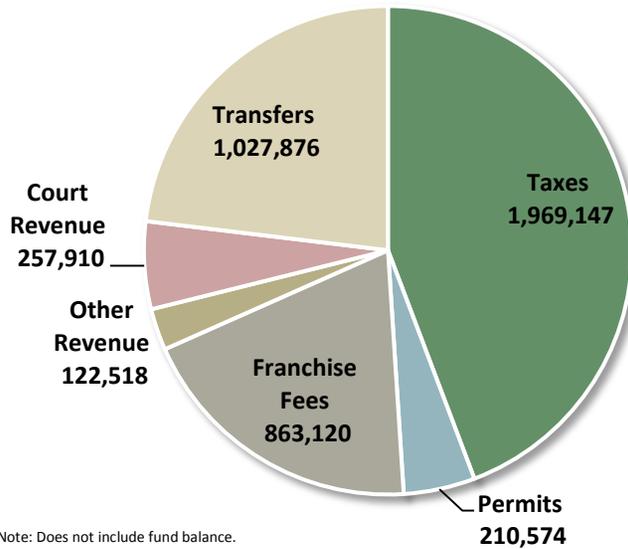
Special revenue funds typically have revenues for restricted purposes and include the Transportation Fund, Fewson Fund, Nature Sanctuary Donation Fund, Parks Donation Fund, and the Economic Development Fund, among others.

2013 Revenues



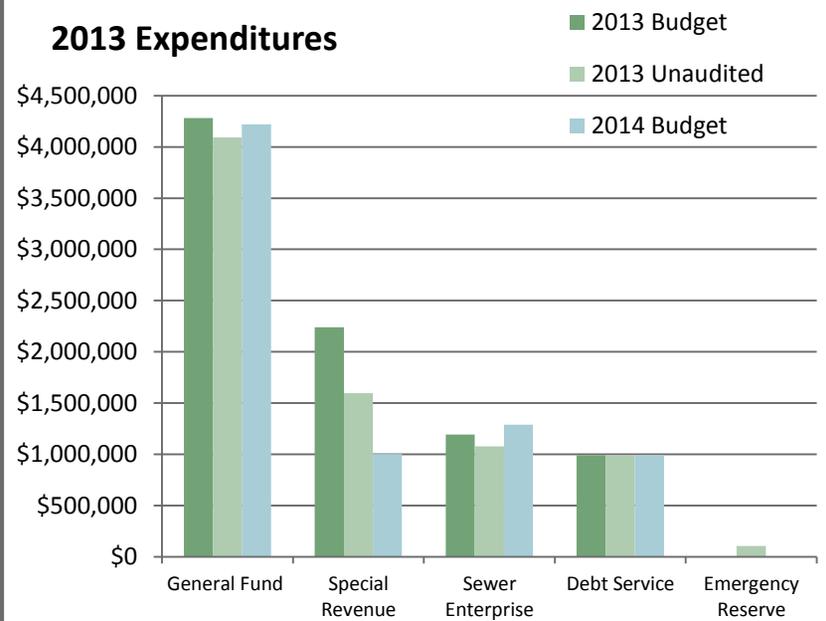
Note: Revenues include fund balances.

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.

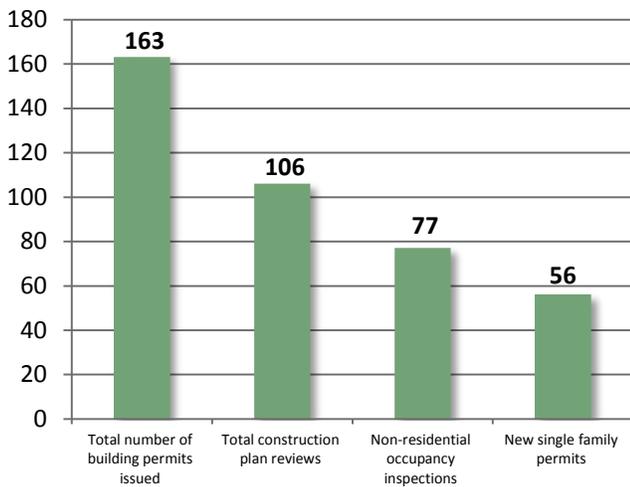


Walk with Santa at the Parkville Nature

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.

Building Permits



**Total Permit Fees:
\$156,416.58**

**Single Family
Permit Fees:
\$129,647**

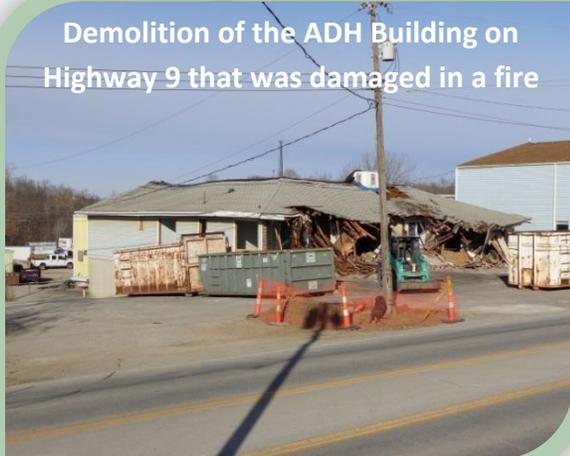
**Total
Inspections:
1,541**

**Improvement fees:
\$24,869.01**

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

**Sewer connection
fees:
\$60,900**

**Demolition of the ADH Building on
Highway 9 that was damaged in a fire**



Code Enforcement



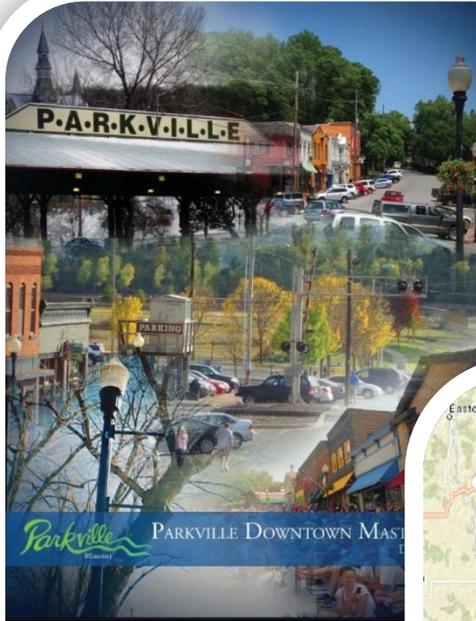
Floodplain compliance reviews: 9

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:

City Hall

8880 Clark Ave.

Parkville, Missouri 64152

(816) 741-7676

cityadministrator@parkvillemo.gov

CITY OF PARKVILLE

Policy Report

Date: February 11, 2014

Prepared By:

Sean Ackerson
Community Development Director /
Assistant City Administrator

Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

Second Reading of Bill No. 2421, *An ordinance approving and designating redevelopment project 1 of the Parkville Market Place Tax Increment Financing Redevelopment Plan as a redevelopment project and adopting tax increment financing therein.*

BACKGROUND:

The Parkville Market Place Tax Increment Financing Plan (Market Place TIF) was approved by the Board on February 19, 2008, by Ordinance No. 2396. This ordinance approved the Market Place TIF Plan, designated a redevelopment area, designated TUF Flight Industries, Inc. as the “Redeveloper” and made the necessary statutory findings. At the same meeting, an ordinance was introduced and approved for first reading, as Bill No. 2421, to approve and designate Project I of the Market Place TIF Plan. The second reading was postponed until March 9, 2009. On February 17, 2009, the Redeveloper requested and the Board approved postponing the second reading an additional 12 months (to March 9, 2010). Unfortunately, no subsequent action was ever taken. As such, action to approve or further postpone the reading is necessary.

The TIF Act (RSMo Secs. 99.800-99.865) provides for the approval of a TIF plan. A TIF plan may contain one or more “project areas.” Approval of a project area by ordinance will activate the running of the 23-year statutory limit on the collection of TIF proceeds from incremental taxes. It is customary for developers to have the ordinance introduced and then hold the ordinance on the agenda, since by statute, the ordinance must be introduced within 14 to 90 days from the completion of the hearing by the TIF Commission. In order to maximize the collection of TIF proceeds, it is better for a developer to delay the approval of the project area until he/she is ready to move forward. However, by statute no ordinance approving a redevelopment project shall be adopted later than ten years from the adoption of the ordinance approving the redevelopment plan. For the Market Place TIF, the ten-year deadline is February 18, 2018.

Due to a number of factors outlined in the letter dated February 12, 2014, the Redeveloper is not prepared to proceed with development at this time and thus is requesting that the second reading of Bill 2421, designating the redevelopment project area, be postponed until a future date. Staff has met with the Redeveloper and his counsel and concludes that due to market and site changes, the Redeveloper will not proceed with the current development plan. As a result, amendments to the Market Place TIF plan, development plan and development agreements are anticipated at some time prior February 18, 2018. If so, it does not appear necessary to advance the second reading of Bill 2421 and the redevelopment project until such time or unless the Board is otherwise inclined to repeal the Market Place TIF Plan and related approvals.

BUDGET IMPACT:

No budget impact is expected. All City expenses related to the TIF are to be covered by the application funds which are held in escrow. At such time as the TIF Plan proceeds and improvements are constructed, the City may benefit through the receipt of additional property, real estate and sales taxes generated. Additionally, in accordance with the approved Platte County Transportation sales tax, the County intends to withhold a portion of the funds to be distributed to the City based on the TIF activity. As of the date of this memo, the County has not shared any formula for these withholdings so no specific budget impact can be calculated.

ALTERNATIVES:

1. Postpone the second reading as recommended.
2. Proceed with the second reading and approve or deny the ordinance designating the redevelopment project.

STAFF RECOMMENDATION:

Postpone the second reading until such time as the Mayor or Board of Aldermen requests the item be place on an agenda for further action.

POLICY:

Per 99.820.1(1) RSMo, the ordinance designating the redevelopment project must be submitted to the governing body within 14 to 90 days from the date of the TIF Commission hearing. After submittal, the Board must act on or otherwise postpone the readings of the bill and final action on the ordinance.

SUGGESTED MOTION:

I move that the second reading of Bill No. 2421, *An ordinance approving and designating redevelopment project 1 of the Parkville Market Place Tax Increment Financing Redevelopment Plan as a redevelopment project and adopting tax increment financing therein*, be postponed until such time as the Mayor or Board of Aldermen requests the item be place on an agenda for further action.

ATTACHMENT:

1. Bill 2421 – An ordinance approving and designating redevelopment project 1 of the Parkville Market Place Tax Increment Financing Redevelopment Plan as a redevelopment project and adopting tax increment financing therein.
2. February 12, 2014 letter from White Goss Bowers on behalf of the Market Place TIF Redeveloper, TUF Flight Industries, Inc.

AN ORDINANCE APPROVING AND DESIGNATING REDEVELOPMENT PROJECT 1 OF THE PARKVILLE MARKET PLACE TAX INCREMENT FINANCING REDEVELOPMENT PLAN AS A REDEVELOPMENT PROJECT AND ADOPTING TAX INCREMENT FINANCING THEREIN.

WHEREAS, on February 19, 2008, the Board of Aldermen of the City of Parkville, Missouri ("Board of Aldermen") passed Ordinance No. 2396 (the "Ordinance"), which approved the Parkville Market Place Tax Increment Financing Redevelopment Plan (the "Plan") and designated the Redevelopment Area described therein as a blighted area pursuant to the provisions of the Real Property Tax Increment Allocation Redevelopment Act, RSMo. §§ 99.800 to 99.865 ("Act"); and

WHEREAS, the Plan and Ordinance contemplate the implementation of the Plan through a single Redevelopment Project ("Redevelopment Project 1") and the adoption of the tax increment financing in the area selected for such Redevelopment Project 1; and

WHEREAS, the City desires to activate tax increment allocation financing for Redevelopment Project 1.

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

Section 1. All terms used in this ordinance not otherwise defined herein shall be construed as defined in the Act.

Section 2. The area selected for Redevelopment Project 1 is legally described as follows:

A Tract of land located in the City of Parkville, Platte County, Missouri, being more particularly described as follows: All of Lots 1, 2, 3, 4, 5, 6 and Tract A, Bell Road Industrial Park, a subdivision of land in Parkville, Platte County, Missouri, according to the recorded plan thereof.

and is approved and designated as a Redevelopment Project Area (the "Redevelopment Project Area 1"). Redevelopment Project Area 1 includes only those parcels of real property and improvements thereon which will be directly and substantially benefited by the Redevelopment Project improvements therein.

Section 3. Tax increment allocation financing is hereby adopted for taxable real property in Redevelopment Project Area 1. After the total equalized assessed valuation of the taxable real estate property in Redevelopment Project Area 1 exceeds the certified total initial equalized assessed valuation of the taxable real property in Redevelopment Project Area 1, the ad valorem taxes, and payment in lieu of taxes, if any, arising from the levies upon the taxable real property in such project by taxing districts and tax rates determined in the manner provided in subsection 2 of Section 99.855, R.S.Mo., each year after the effective date of this ordinance until certified reimbursable redevelopment project costs have been paid shall be divided as follows:

1. That portion of taxes penalties and interest levied upon each taxable lot, block, tract, or parcel of real property which is attributable to the initial equalized assessed value of each such taxable lot, block, tract or parcel or real property in Redevelopment Project Area 1 shall be allocated to and, when collected, shall be paid by the Platte County Collector and the City Treasurer to the respective affected taxing districts in the manner required by law in the absence of the adoption of tax increment allocation financing;

2. Payments in lieu of taxes attributable to the increase in the current equalized assessed valuation of each taxable lot, block, tract, or parcel of real property in Redevelopment Project Area 1, and any applicable penalty and interest over and above the initial equalized assessed value of each such unit of property shall be allocated to and, when collected, shall be paid to the City Treasurer who shall deposit such payment in lieu of taxes into a special fund called the "Special Allocation Fund" of the City; provided, however, such payments in lieu of taxes shall not be utilized to pay and reimburse certified Reimbursable Project Costs and Obligations incurred in the payment thereof, but shall instead be declared as surplus and returned to the Platte County Collector to be disbursed pro rata to the affected taxing districts. Any payments in lieu of taxes which are not paid within 60 days of the due date will be deemed delinquent and assessed a penalty of 1% per month.

Section 4. In addition to the payments in lieu of taxes described in subsection 2 of Section 3 above, 50% of the total additional revenue from taxes penalties and interest which are imposed by the City or other taxing districts, and which are generated by economic activities within Redevelopment Project Area 1 over the amount of such taxes generated by economic activities within such area in the calendar year prior to the adoption of this ordinance, while tax increment financing remains in effect, but excluding personal property taxes, taxes imposed on sales of charges for sleeping rooms paid by transient guests of hotels and motels, taxes levied pursuant to § 70.500 RSMo, taxes levied to § 94.660 RSMo licenses, fees or special assessments and personal property taxes, other than payments in lieu of taxes, and penalties and interest thereon, shall be allocated to, and paid by the local political subdivision collecting officer to the City Treasurer or other designated official officer of the City, who shall deposit such funds in a separate segregated account within the Special Allocation Fund for the purpose of paying and reimbursing certified Reimbursable Project Costs and Obligations incurred in the payment thereof.

Section 5. This ordinance shall be in full force and effect from and after the date of its passage and approval.

THIS ORDINANCE is hereby passed by the Board of Aldermen of the City of Parkville, Missouri, this ____ day of _____, 20__.

THE CITY OF PARKVILLE, MISSOURI

By: _____

Mayor

(SEAL)

ATTEST:

By: _____

City Clerk

CITY OF PARKVILLE
Policy Report

Date: February 18, 2014

Prepared By:

Tim Blakeslee
Assistant to the City Administrator

Reviewed By:

Matthew Chapman
Finance/Human Resources Director

ISSUE:

Approval of Accounts Payable Invoices, Payroll Expenditures, Electronic Funds Transfer (EFT) Payments, Insurance Payments, and 1st of the Month Checks from 1/31/2014 - 2/14/2014.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from January 31, 2014, through February 14, 2014. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of City funds.

BUDGET IMPACT:

Accounts Payable	\$743,617.40
Insurance Payments	\$0.00
1 st of the Month	\$2,391.67
EFT Payments	\$1,679.00
Payroll	\$50,128.90
TOTAL	\$797,816.90

ALTERNATIVES:

1. Approve the release of funds.
2. Deny the release of funds and provide further direction to City Administration.
3. Deny any portion of the release of funds and provide further direction to City Administration.

STAFF RECOMMENDATION:

Staff recommends the release of funds as summarized in the attached statements.

SUGGESTED MOTION:

I move to appropriate \$797,816.90 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. 1st of the Month
3. EFT Payments
4. Payroll

PACKET: 04480 Utilities 2/3/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01614	KCPL							
	I-Due 2/13/14	Due 2/13/14	R	2/04/2014		380.58CR	031951	
	I-Due 2/14//14	Due 2/14/14	R	2/04/2014		5,354.61CR	031951	5,735.19

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		1	0.00	5,735.19	5,735.19
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:		1	0.00	5,735.19	5,735.19

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04483 Regular Payments 2/4/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01081	Consolidated Public Water Supply District #1							
	I-Due 2/15/14	Due 2/15/14	R	2/04/2014		434.70CR	031952	434.70
01849	Fleet Services - Police							
	I-January 2014	Fuel-PD	R	2/04/2014		3,610.98CR	031953	3,610.98
01850	Fleet Services - General Account							
	I-January 2014	Fuel-TP,PK,SW,CD	R	2/04/2014		4,073.68CR	031954	4,073.68

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	8,119.36	8,119.36
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:	3	0.00	8,119.36	8,119.36

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04486 Federal Withholdings 2/7/14
VENDOR SET: 01
BANK : PY Pooled Cash FY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00044	Park Bank							
	I-T1 201402064017	Federal Withholding	D	2/07/2014		7,350.02CR	000000	
	I-T3 201401274016	FICA W/H	D	2/07/2014		341.00CR	000000	
	I-T3 201402064017	FICA W/H	D	2/07/2014		8,435.96CR	000000	
	I-T4 201401274016	Medicare W/H	D	2/07/2014		79.78CR	000000	
	I-T4 201402064017	Medicare W/H	D	2/07/2014		1,972.84CR	000000	18,179.60

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	18,179.60	18,179.60
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:	1	0.00	18,179.60	18,179.60

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

2/10/2014 8:35 AM
 PACKET: 04489 Utilities 2/10/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00159	Missouri American Water							
	I-Due 2/27/14	Due 2/27/14	R	2/10/2014		150.43CR	031955	150.43
01614	KCPL							
	I-Due 2/19/14	Due 2/19/14	R	2/10/2014		17,412.52CR	031956	17,412.52

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	17,562.95	17,562.95
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:	2	0.00	17,562.95	17,562.95

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04490 Regular Payments 2/10/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02057	Lowe's Accounts Receivable							
	I-Due 2/20/14	Due 2/20/14-PK,NS,DRJP	R	2/10/2014		355.25CR	031958	355.25

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	355.25	355.25
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:	1	0.00	355.25	355.25

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

2/11/2014 11:14 AM
 PACKET: 04492 Regular Payments 2/11/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01153	First Bank of Missouri							
	I-1/21/14	1/21/14 COPS Bond Trustee Fee	R	2/11/2014		825.00CR	031959	
	I-2/10/14	2006 COPS Bond	R	2/11/2014		356,785.90CR	031959	357,610.90
02205	Douthit Frets Rouse Gentile & Rhodes, LLC							
	I-2/20/14	Otjen Mediator-AD	R	2/11/2014		1,485.00CR	031960	1,485.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	359,095.90	359,095.90
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:	2	0.00	359,095.90	359,095.90

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04494 Regular Payments 2/12/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00149	UMB Bank, N.A. I-1/15/14	River Park NID	R	2/12/2014		297,031.25CR	031957	297,031.25

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	297,031.25	297,031.25
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:	1	0.00	297,031.25	297,031.25

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

2/14/2014 9:27 AM
 PACKET: 04500 Regular Payments 2/14/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00006	Alamar Uniforms I-437791	Uniforms-PD	R	2/18/2014		180.00CR	031964	180.00
00012	Carquest Auto Parts Store I-1/31/14 Statement	1/31/14 Statement-PK,TP,PD,ST	R	2/18/2014		500.53CR	031965	500.53
00045	Federal Office Products, Inc. I-494375-0 I-494376-0 I-494552-0 I-495009-0	Copy Paper-AD Copy Paper-AD Offie Supplies-AD Label Maker Tape-CD,AD	R	2/18/2014		31.00CR 124.00CR 75.05CR 165.00CR	031966 031966 031966 031966	395.05
00154	T-Ray Specialties Inc. I-25246 I-25247	Trash Bags-ST Paper Towels Toilet Paper-ST	R	2/18/2014		179.91CR 93.30CR	031967 031967	273.21
00156	Dave's Foreign Car Repair LLC I-129,002 I-129,003 I-129,010	Oil Change-PD Oil Change-PD Oil Change-PD	R	2/18/2014		35.00CR 35.00CR 35.00CR	031968 031968 031968	105.00
00218	Platte County Sheriff's D I-January 2014	Jail and Medical Bills-2014	R	2/18/2014		1,030.45CR	031969	1,030.45
00232	Hunt Martin Materials I-12747108	AB3 Material-SW	R	2/18/2014		23.69CR	031970	23.69
00238	G-W Trash Service I-7/13-10/13	Trash Service-ST,PK	R	2/18/2014		500.00CR	031971	500.00
00401	Welds Supply Inc I-87346	Compress o2/gas-ST	R	2/18/2014		44.45CR	031972	44.45
00489	American Equipment Co. I-19449	Spinner Chain-TP	R	2/18/2014		4.61CR	031973	4.61
00501	Hinckley Springs I-6913039013014	Drinking Water for Shop-ST	R	2/18/2014		60.72CR	031974	60.72
00593	Alliance Water Resources, I-5915	WWTP Contract-SW	R	2/18/2014		22,949.58CR	031975	22,949.58

2/14/2014 9:27 AM
 PACKET: 04500 Regular Payments 2/14/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

A / P CHECK REGISTER

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00723	Missouri One Call System I-4010265	Missouri One Call-SW	R	2/18/2014		110.50CR	031976	110.50
00934	Allen's Water Service I-57679	Water-ST	R	2/18/2014		250.00CR	031977	250.00
00942	McKeever's Price Chopper I-2/3/14 Statement	2/3/14 Statement-AD	R	2/18/2014		62.62CR	031978	62.62
00977	Curious Eye Productions I-002-014 I-January 2014	Live Stream Set Up-PI Meeting hours and production	R	2/18/2014 2/18/2014		821.89CR 900.00CR	031979 031979	1,721.89
01099	Toshiba I-10713421 I-10713423 I-107134422	Black Counter-CT Color Counter-AD Black Counter-AD	R	2/18/2014 2/18/2014 2/18/2014		82.51CR 102.69CR 108.90CR	031980 031980 031980	294.10
01483	Missouri Department of Revenue I-40310	Tax Report-AD	R	2/18/2014		35.00CR	031981	35.00
01488	Staples Advantage I-8028514819	Office Supplies-CD	R	2/18/2014		188.97CR	031982	188.97
01514	Kansas City Fence & Guardrail Corporation I-5290	Fence Supplies-PK	R	2/18/2014		27.00CR	031983	27.00
01569	MOCFFOA I-2014 Membership	2014 Membership-AD	R	2/18/2014		10.00CR	031984	10.00
01581	King's Small Engine Repair I-4368089	Gator Repair-PK	R	2/18/2014		130.00CR	031985	130.00
01593	AT & T I-Due 3/1/14	Phone Bill-PK, ST, SW, PD	R	2/18/2014		526.04CR	031986	526.04
01641	United States Post Master I-Feb-March	Postage-SW (Rate Increase)	R	2/18/2014		900.00CR	031987	900.00
01761	Cripple Creek Rock Company I-45253	Pea Gravel-DRJP	R	2/18/2014		4.20CR	031988	4.20

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01888	Kevin Chrisman							
	I-2/7/14 Exp Report	2/7/14 Exp Report-PD	R	2/18/2014		12.95CR	031989	12.95
01990	Dale Brothers, Inc.							
	I-1471	Salt and Sand-TP	R	2/18/2014		6,568.48CR	031990	6,568.48
02018	Ace ImageWear							
	I-0267577	Shop Rags-ST	R	2/18/2014		79.11CR	031991	79.11
02035	ProPrint, Inc.							
	I-116910	Copies for Litagation-AD	R	2/18/2014		89.32CR	031992	89.32
02204	Platte County Recorder							
	I-2/19/14 Liens	2/19/14 Liens-SW	R	2/18/2014		48.00CR	031993	48.00
02206	Gallagers Tow							
	I-0000083	Tow Truck-PK	R	2/18/2014		65.00CR	031994	65.00
02207	Mission Communications							
	I-40023473	Annual Service Pump Station-SW	R	2/18/2014		347.40CR	031995	347.40

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	32	0.00	37,537.87	37,537.87
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:	32	0.00	37,537.87	37,537.87

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04497 1st of the Month

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00100	Peter M. Schloss I-Mar2014-Prosecuto	City Prosecutor	R	3/01/2014		1,450.00CR	031961	1,450.00
00577	Sarah E Recker, Law Offic I-Mar2014-Pub Defen	Public Defender	R	3/01/2014		541.67CR	031962	541.67
01221	Andrew Coulson I-Mar2014-Asst Pros	Assistant Prosecutor	R	3/01/2014		400.00CR	031963	400.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	2,391.67	2,391.67
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:	3	0.00	2,391.67	2,391.67

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04498 March 1 EFT Payments

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====							
01-01907	Chris Fisher*						
I-Mar2014-Allowance	3/01/2014	AP	BOA Expense Allowance	45.00			
			DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			BOA Expense Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-01885	Diane Driver*						
I-Mar2014-Allowance	3/01/2014	AP	Allowance	45.00			
			DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-02201	ICMA Retirement Coproration						
I-Mar2014-Retiremen	3/01/2014	AP	Lauren Palmer Retirement	554.00			
			DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Lauren Palmer Retirement		10 501.01-22-00	Retirement	554.00
			=== VENDOR TOTALS ===	554.00			
=====							
01-02044	Jackie Snyder*						
I-Mar2014-Allowance	3/01/2014	AP	Monthly Expense Allowance	45.00			
			DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Monthly Expense Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-01295	James Brooks*						
I-Mar2014-Exp allow	3/01/2014	AP	Monthly Expense Allowance	45.00			
			DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Expense Allowance		10 501.01-32-00	Expense Allowan	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-01886	Jim Werner*						
I-Mar2014-Allowance	3/01/2014	AP	Allowance	45.00			
			DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			

PACKET: 04498 March 1 EFT Payments

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-02045	Kari Lamer*						
I-Mar2014-Allowance	3/01/2014		Monthly Expense Allowance	45.00			
	AP		DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Monthly Expense Allowance		10 501.01-32-00	Exp Allowance-B	45.00
=== VENDOR TOTALS ===				45.00			
01-01887	Kendall Welch*						
I-Mar2014-Allowance	3/01/2014		Allowance	45.00			
	AP		DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Allowance		10 501.01-32-00	Exp Allowance-B	45.00
=== VENDOR TOTALS ===				45.00			
01-01681	Kevin Chrisman*						
I-Mar2014-Reimburse	3/01/2014		Cell Phone Reimbursement	40.00			
	AP		DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Cell Phone Reimbursement		10 505.03-05-00	Mobile Phones &	40.00
=== VENDOR TOTALS ===				40.00			
01-02125	Kevin D. Humiston*						
I-Mar2014-Allowance	3/01/2014		Monthly Expense Allowance	45.00			
	AP		DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Monthly Expense Allowance		10 510.01-32-00	Expense Allow -	45.00
=== VENDOR TOTALS ===				45.00			
01-02119	Kevin E. Davis*						
I-Mar2014-Reimburse	3/01/2014		Cell Phone Reimbursement	25.00			
	AP		DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Cell Phone Reimbursement		10 505.03-05-00	Mobile Phone &	25.00
=== VENDOR TOTALS ===				25.00			
01-01837	Kirk Rome*						
I-Mar2014-Allowance	3/01/2014		Allowance	250.00			
	AP		DUE: 3/01/2014 DISC: 3/01/2014		1099: Y		
			Allowance		10 515.01-33-00	Auto Allow-Publ	250.00
I-Mar2014-REIMB	3/01/2014		Cell Phone Reimbursement	40.00			
	AP		DUE: 3/01/2014 DISC: 3/01/2014		1099: N		
			Cell Phone Reimbursement		10 515.03-05-00	Mobile Phones &	40.00
=== VENDOR TOTALS ===				290.00			

PACKET: 04498 March 1 EFT Payments

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====							
01-02142	Lauren Palmer*						
I-Mar2014-Allowance	3/01/2014	AP	Auto Allowance	100.00	1099: N		
			DUE: 3/01/2014 DISC: 3/01/2014		10 501.01-33-00	Auto Allow-City	100.00
			Auto Allowance				
			=== VENDOR TOTALS ===	100.00			
=====							
01-00193	Marc Sportsman*						
I-Mar2014-Allowance	3/01/2014	AP	Monthly Expense Allowance	45.00	1099: N		
			DUE: 3/01/2014 DISC: 3/01/2014		10 501.01-32-00	Exp Allowance-B	45.00
			Monthly Expense Allowance				
			=== VENDOR TOTALS ===	45.00			
=====							
01-01239	Nan McManus Johnston*						
I-Mar2014-Allowance	3/01/2014	AP	Monthly Expense Allowance	45.00	1099: N		
			DUE: 3/01/2014 DISC: 3/01/2014		10 501.01-32-00	Expense Allowan	45.00
			Monthly Expense Allowance				
			=== VENDOR TOTALS ===	45.00			
=====							
01-01033	Sean Ackerson*						
I-Mar2014-Allowance	3/01/2014	AP	Auto allowance	200.00	1099: Y		
			DUE: 3/01/2014 DISC: 3/01/2014		10 518.01-31-00	Expense Allow.	200.00
			Auto allowance				
			=== VENDOR TOTALS ===	200.00			
=====							
01-02191	Timothy Blakeslee*						
I-Mar2014-Allowance	3/01/2014	AP	Cell Phone Allowance	10.00	1099: N		
			DUE: 3/01/2014 DISC: 3/01/2014		10 501.01-01-00	Salaries	10.00
			Cell Phone Allowance				
			=== VENDOR TOTALS ===	10.00			
=====							
01-01729	Toni Rizutti*						
I-Mar2014-Reimburse	3/01/2014	AP	Cell Phone Reimbursement	10.00	1099: N		
			DUE: 3/01/2014 DISC: 3/01/2014		10 510.03-05-00	Mobile Phone &	10.00
			Cell Phone Reimbursement				
			=== VENDOR TOTALS ===	10.00			
			=== PACKET TOTALS ===	1,679.00			

PACKET: 04498 March 1 EFT Payments

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

** T O T A L S **

INVOICE TOTALS	1,679.00
DEBIT MEMO TOTALS	0.00
CREDIT MEMO TOTALS	0.00

BATCH TOTALS	1,679.00
--------------	----------

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====	
					ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE
2014		01 -19101	Due From General Fund	1,679.00 *					
		10 -22001	AP Pending (Due to Poole	1,679.00-*					
		10 -501.01-01-00	Salaries	10.00	297,300	264,108.00		297,300	264,108.00
		10 -501.01-22-00	Retirement	554.00	18,370	12,312.56		18,370	12,312.56
		10 -501.01-32-00	Exp Allowance-Bd of Alde	405.00	4,860	3,645.00		4,860	3,645.00
		10 -501.01-33-00	Auto Allow-City Administ	100.00	1,200	900.00		1,200	900.00
		10 -505.03-05-00	Mobile Phone & Pagers	65.00	4,500	4,305.00		4,500	4,305.00
		10 -510.01-32-00	Expense Allow - Judge	45.00	650	515.00		650	515.00
		10 -510.03-05-00	Mobile Phone & Pagers	10.00	120	90.00		120	90.00
		10 -515.01-33-00	Auto Allow-Public Wks Di	250.00	3,000	2,250.00		3,000	2,250.00
		10 -515.03-05-00	Mobile Phones & Pagers	40.00	480	360.00		480	360.00
		10 -518.01-31-00	Auto Allowance - Other	200.00	2,400	1,800.00		2,400	1,800.00
			** 2014 YEAR TOTALS	1,679.00					

0000 ERRORS 0000 WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

CITY OF PARKVILLE

Policy Report

Date: February 11, 2014

Prepared By:

Sean Ackerson
Assistant City Admin /
Community Development Director

Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

Application for a sign permit for GNC, 6325 Lewis Street, Suite 105, in the Parkville Commons. Application # SPA14-01. KC Sign Express on behalf of GNC, applicants.

BACKGROUND:

GNC is opening in the prior Silver Spoon Frozen Yogurt location. The company is requesting approval of an approximately 33.2 square foot sign in a B-4 District. Signs in a B-4 district require board approval prior to installation. There are no standards for the B-4 district. However, staff has reviewed the sign against the regulations for the "B-1" and "B-2" commercial districts as a benchmark. The B-1 and B-2 districts would permit the combined wall signs to cover a maximum of 10% of the area of wall to which the signs are fastened. The sign covers approximately 6% of the façade.

The sign is lit internally. No hours of illumination are proposed. Staff recommends permitting illumination between the hours of 5:00 am and midnight -- consistent with the Board's previously stated policy for the Parkville Commons. Staff also recommends installing a timer or other automatic shut off to ensure these hours.

The signs are subject to the covenants and restrictions for the Parkville Commons. As such, the proposed sign has been reviewed and approved by River North Development, LLC.

BUDGET IMPACT:

With the exception of application fees to be collected, there is no budget impact.

ALTERNATIVES:

1. Approve the sign, subject to staff recommended conditions.
2. Approve the sign as proposed without any conditions.
3. Deny the application.

STAFF RECOMMENDATION:

Approve the sign as proposed, subject to maximum hours of illumination between 5:00 am and midnight and installation of a timer or other automatic shutoff, and grant the Community Development Director administrative authority to approve additional window and door signage up to a maximum total 10% coverage of the façade.

POLICY:

Per Parkville Municipal Code Section 463.140, Board of Aldermen approval is required prior to installation of any sign in a B-4 zoning district.

ITEM 4F
For 2-18-14
Board of Aldermen Meeting

SUGGESTED MOTION:

I move to approve the sign permit for GNC subject to staff recommended conditions; and to grant the Community Development Director administrative authority to approve additional window and door signage up to a maximum total 10% coverage of the façade.

ATTACHMENTS:

1. Sign permit application SPA14-01 and associated attachments



COMMUNITY DEVELOPMENT
 8880 Clark Avenue
 Parkville, MO 64152
 (816) 741-9313
 (816) 741-8652 FAX

Date Submitted: 2-6-14
 Application #: SPA14-01
 Date Approved: _____
 Permit #: _____

Application for Sign Permit

1. Property Information

Name of business/entity for which the sign is requested: GNC
 Property Address and/or general location: 6325 Lewis St, Suite 105
Parkville, MO

Zoning District: B-4 Current Use: RETAIL

Do any covenants and/or deed restrictions apply to this site: Yes No

Note: If yes, this application must be accompanied by signed approval of the association/entity enforcing such.

2. Contact Information

Applicant(s):
 Name: Robin Hurshman
 Address: 5033 Mackey St.
Overland Park, KS 66203
 Phone: 913-432-2500
 Fax number: 913-432-2882
 Email: rhurshman@kcsignexpress.com

Property owner(s), if other than applicant:
 Name: RIVER NORTH HOLDINGS Co., LLC ⊗
 Address: PO Box 14146
PARKVILLE, MO 64152
 Phone: 816-777-2277
 Fax number: 816-741-1462
 Email: Nickh@the-national-golfclub.com

Company designing the sign:
 Name: _____
 Address: _____
 Phone: _____
 Fax number: _____
 Email: _____

Company installing the sign:
 Name: KC Sign Express
 Address: 5033 Mackey St
Overland Park, KS 66203
 Phone: 913-432-2500
 Fax number: 913-432-2880
 Email: rhurshman@kcsignexpress.com

Contact(s) for correspondence: applicant owner designer installer other _____

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 no sign shall hereafter be erected, re-erected, constructed, altered or maintained except in conformance with the Parkville City Code. We acknowledge that the design, materials, and methods of construction of signs, shall comply with the applicable sections of the International Building Code and Electrical Code as adopted by 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 the retraction of this permit. We acknowledge that this permit is invalid if work is not completed within 180 days from the date of issuance, unless otherwise approved by the Community Development Director.

Applicant's Signature (Required) [Signature] Date: 2-7-14
Property Owner's Signature (Required) SEE ATTACHED Date: _____

Sign Type: awning building directory door directional menu monument
 projecting sandwich board wall (painted) wall (mounted) window
 other: _____

Proposed location: Front Sign Board above Awning

Sign face dimensions/area: Height _____ Width _____ Projection _____ Area: _____

Sign face material: Acrylic

Sign structure dimen./area: Height 3'-1 1/2" Width 10'-7 1/2" Projection 13" Area: 33.24

Sign structure material: Aluminum

Text height: 2' & 9 1/2"

If attached to or painted on a building: area of façade to which the sign is attached: 557.6

And percent of façade covered by sign: 5.95%

If attached to or painted on a window or door, area of such: _____

And percent of surface covered by sign: _____

If attached to or painted on a building, the sign height above grade: Top 22'-9 1/2" Bottom X

Is the sign proposed to be lit? Yes No If yes, how? LED

If yes, business hours and hours of illumination? _____

(X)

- Completed application.
- A drawn elevation or photo of the building showing the proposed sign face and sign structure, with dimensions, text and graphics, lettering heights, colors, materials, and method of attachment and/or construction. If attached to or painted on a building (including window or door signs), show the façade with dimensions and sign location. If the sign is free standing, include a site plan showing the sign location, building footprint, property lines, and abutting street rights-of-way and centerlines.
- Authorization signature of the applicant and property owner.
- If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

Application accepted as complete by: STEVE ACKERSON / ASSIST CITY ADMN. 2-10-14
Name / Title Date

Action Taken: Approved Approved with Conditions Denied

Date of Action: _____ Name / Title: _____

Signature: _____

Special conditions if any: _____

Permit Fee: _____

Payment: Check # _____ M.O. _____ Cash Amt. _____

City of Parkville
FILE COPY

Case #: 14-01

Space #105

GNC

LIVE WELL

date : 01|30|14

job # 14-0000

Address: 6325 Lewis Street Parkville, MO. 64152

CONCEPT

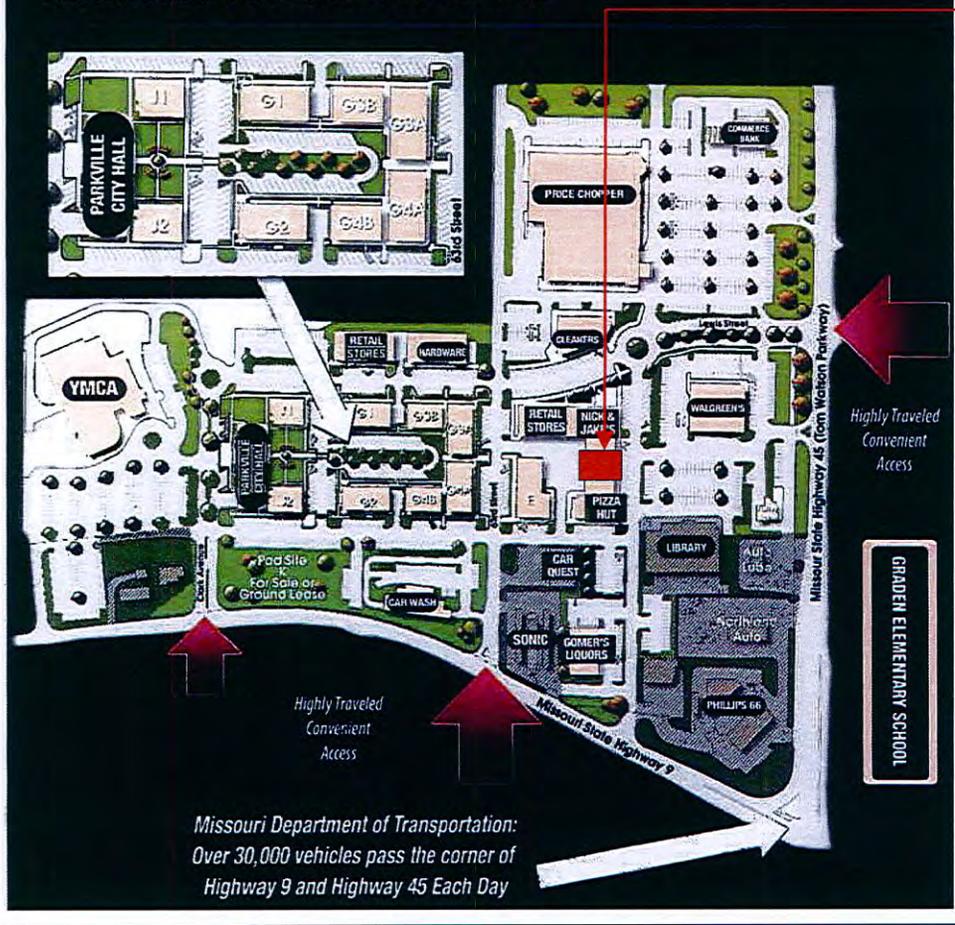
PREPARED BY:



SIGNAGE SOLUTIONS
2231 S. DUPONT DR.
ANAHEIM, CA 92806
714-491-0299
FAX-714-491-0439
800-655-9972
SIGNAGE-SOLUTIONS.COM
PAGE 1 OF 4

SITE PLAN

PARKVILLE COMMONS AREA MAP



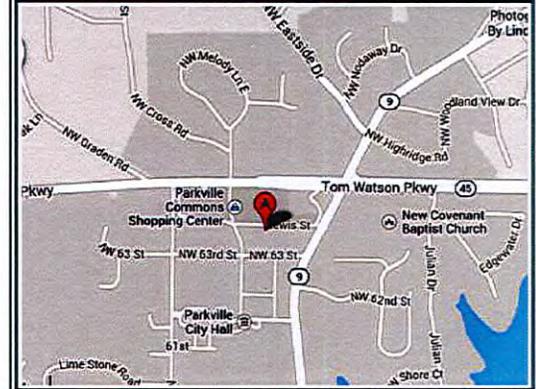
GNC
LIVE WELL

SIGNAGE SPECIFICATIONS

10 FACE LIT CHANNEL LETTERS:
Manufacture and Install (1) Set

City of Parkville
FILE COPY
Case #: 14-01

AREA MAP



SIGNAGE DESIGN SOLUTIONS

2231 S. DUPONT DR.
ANAHEIM, CA 92806
714-491-0299
FAX 491-0439
PSALM 127:1

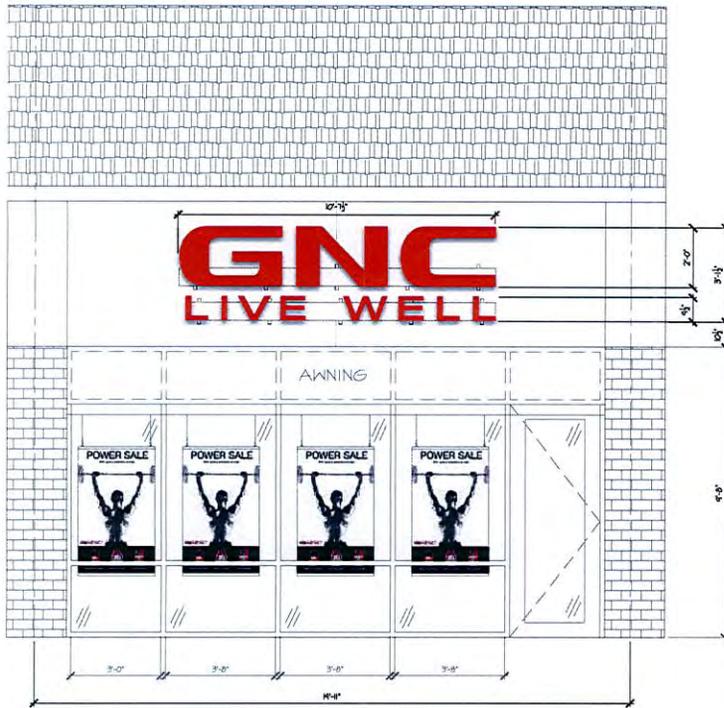
Date:	01/30/14	Project Name:	GNC - PARKVILLE COMMONS
Scale:	AS NOTED	Address:	6325 LEWIS STREET
Designer:	JESSE A.	City, State, Zip:	PARKVILLE, MO. 64152 SPACE #105
Sales:	CHRIS D.	Client Approval:	Date:

All ideas, designs, arrangements, and plans indicated or represented by this drawing are owned by and the property of Signage Solutions, and were created, evolved and developed for use on and in connection with the specified project. None of such ideas, such ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose whatsoever without written permission.

#	Designer:	Date:	Revision Notes:
1			
2			
3			
4			
5			
6			
7			
8			

GNC
LIVE WELL

Item #:	Sign Type:
JOB/DRAW #:	14-0000
PAGE:	2 of 4



DETAIL - FACE LIT CHANNEL LETTERS ON ALUM. ENCLOSURE
SCALE: 1/2" = 1'-0" QTY. (1)

TOTAL SQ. FT. 33.20



ELEVATION- FACE LIT CHANNEL LETTERS ON ALUM. ENCLOSURE
SCALE: 1/2"=1'-0"

MATERIALS	
M-1	.040" RED ALUMINUM RETURNS
M-2	.040" ALUMINUM BACKS
M-3	3/16" RED #2415 RED ACRYLIC
M-4	1" RED TRIMCAP
VINYL	
V-1	3M 3635-70 DIFFUSER
LIGHTING	
L-1	RED LED'S



2231 S. DUPONT DR.
ANAHEIM, CA 92806
714-491-0299
FAX 491-0439
P S A L M 1 2 7 : 1

Date: **01/30/14**
Scale: **AS NOTED**
Designer: **JESSE A.**
Sales: **CHRIS D.**

Project Name: **GNC - PARKVILLE COMMONS**
Address: **6325 LEWIS STREET**
City, State, Zip: **PARKVILLE, MO. 64152 SPACE #105**
Client Approval: _____ Date: _____

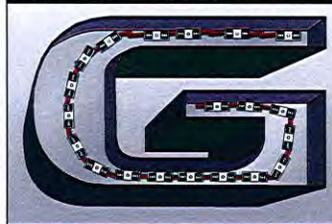
All ideas, designs, arrangements, and plans indicated or represented by this drawing are owned by and the property of Signage Solutions, and were created, evolved and developed for use on and in connection with the specified project. None of such ideas, such ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose whatsoever without written permission.

#	Designer:	Date:	Revision Notes:
1			
2			
3			
4			
5			
6			
7			
8			



Item #: _____ Sign Type: _____
JOB/DRAW #: **14-0000**
PAGE: 3 of 4

SAMPLE LAYOUT OF FLEXORE LED



- MATERIAL SCHEDULE**
1. 3/16" thk. ACRYLIC FACE
 2. VINYL DIFFUSER APPLIED 2nd. SURFACE
 3. 1" TRIM CAP
 4. .040" thk. ALUMINUM RETURNS
 5. .040" thk. ALUMINUM BACKS (POP RIVET)
 6. LED
 7. LED POWER SUPPLY 120v
 8. 20amp DISCONNECT SWITCH
 9. LOW VOLTAGE SECONDARY WIRING
 10. FACE CREW
 11. 7" x 7" EXTRUDED ALUMINUM STRUCTURE
 12. MOUNTING HARDWARE (VARIES PER LOCATION)
 13. PRIMARY WIRE
 14. NON-METALLIC CONDUIT
 15. NON-METALLIC CONNECTOR

- COLOR SCHEDULE**
- A. FACE: RED #2415
 - B. TRIM CAP:.....
 - C. METAL LETTER: PREFINISHED RED
 - D. LED: RED
 - E. VINYL DIFFUSER: #3635-70
 - F. LETTER INTERIOR: WHITE

ELECTRICAL REQUIREMENTS

Approx. A load (amps)
(1) 120V 20A circuit req'd

UL labels required away from public view.

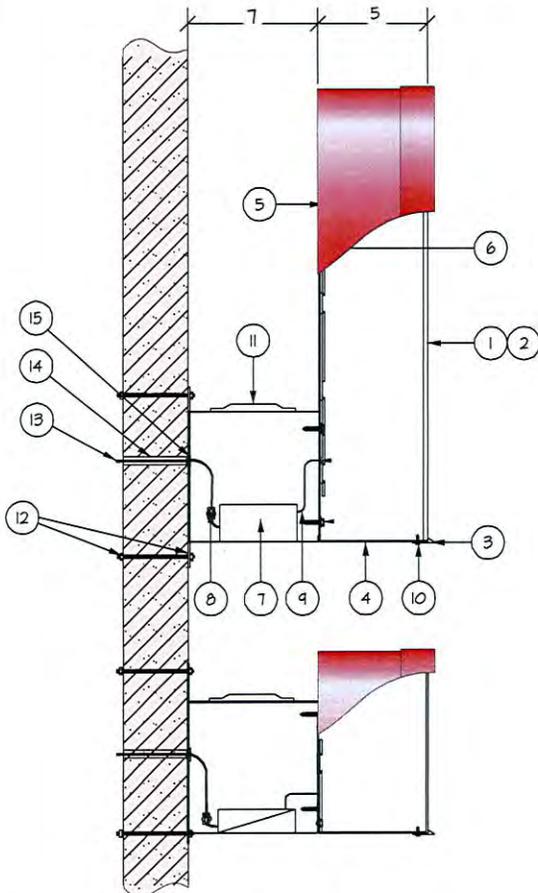
IMPORTANT NOTE

UL COMPLIANT NEC AND MANUFACTURING RECOMMENDATIONS, ALL ELECTRICAL PRIMARY CIRCUITS MUST BE DEDICATED ISOLATED CIRCUITS PROVIDED BY CLIENT/ OWNER.

GC TO PROVIDE ACCESSIBILITY TO REMOTE TRANSFORMERS AND OR BALLASTS FOR INSTALL AND SERVICE.

FINAL ELECTRICAL HOOK UP BY OTHERS.

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS AS PER NEC 2008 ART: 600.6 FBC ELECTRIC CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF SIGN.



SECTION DETAIL @ REMOTE CHANNEL LETTERS

City of Parkville
FILE COPY
Case #: 14-01

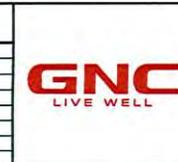


2231 S. DUPONT DR.
ANAHEIM, CA 92806
714-491-0299
FAX 491-0439
P S A L M 1 2 7 : 1

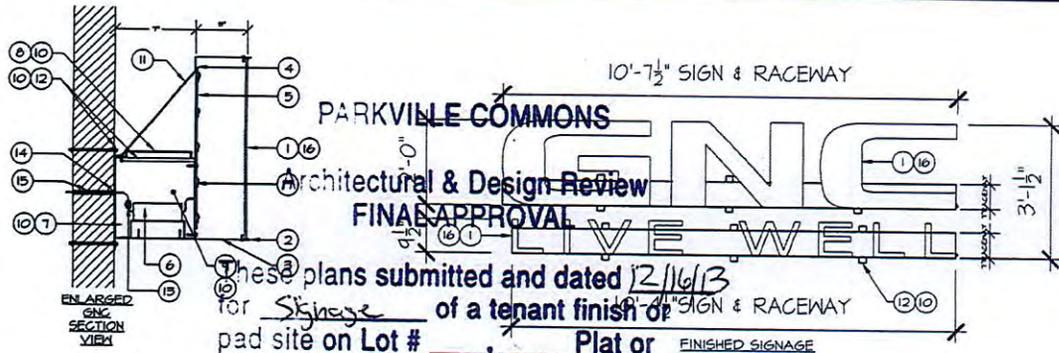
Date: 01/30/14	Project Name: GNC - PARKVILLE COMMONS
Scale: AS NOTED	Address: 6325 LEWIS STREET
Designer: JESSE A.	City, State, Zip: PARKVILLE, MO. 64152 SPACE #105
Sales: CHRIS D.	Client Approval: _____ Date: _____

All ideas, designs, arrangements, and plans indicated or represented by this drawing are owned by and the property of Signage Solutions, and were created, evolved and developed for use on and in connection with the specified project. None of such ideas, such ideas, designs, arrangements or plans shall be used by or disclosed to any person, firm or corporation for any purpose whatsoever without written permission.

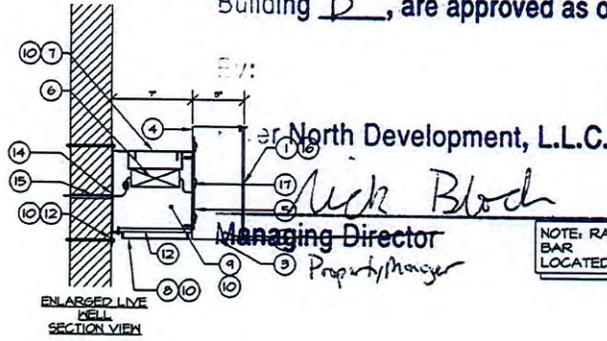
#	Designer:	Date:	Revision Notes:
1			
2			
3			
4			
5			
6			
7			
8			



Item #: _____	Sign Type: _____
JOB/DRAW #: 14-0000	
PAGE: 4 of 4	



These plans submitted and dated 12/16/13 for signage of a tenant finish of pad site on Lot # _____ Plat or Building D, are approved as of 1/13/14



CUSTOM PART #:
 GNC00120

North Development, L.L.C.
 Nick Bloch
 Managing Director
 Property Manager

NOTE: RACEWAY SPREADER BAR LOCATED @ 3'-0\"/>

SIGN APPROVAL

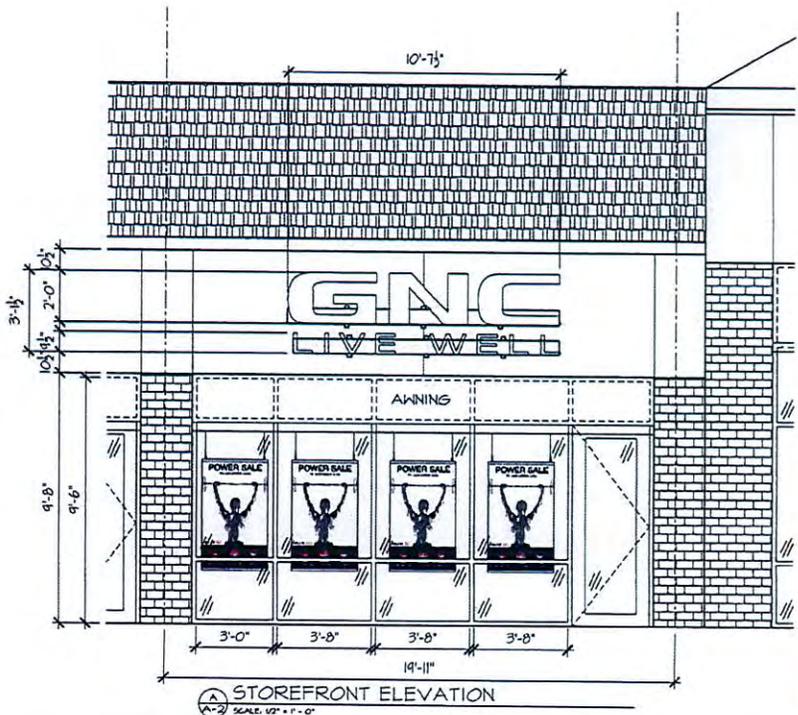
Nick Bloch
 APPROVED BY: LANDLORD REPRESENTATIVE
 DATE: 1/13/14

River North Holdings LLC
 COMPANY NAME:
 NOTE: LANDLORD APPROVAL IS SUBJECT TO CITY APPROVAL

GNC LiveWell
 GENERAL NUTRITION CENTER, INC.
 300 SIVOL AVENUE, PITTSBURGH, PA 15222
 PHONE: 412-338-8891 FAX: 412-338-8878

RSW CONSULTANTS
 1000 GARDNER ST. #2016
 SAN ANTONIO, TX 78216
 PHONE: 210-408-1860

NO.	PART #	PART DESCRIPTION	WORK CTR	QUANTITY
1	05-02-51	10 1/2" x 4" x 8" RED 10415 ACRYLIC / FACES	2XL	50 FT
2	12-02-20	1" RED TRIM GEOMETRIC GNC	1QT	1 FT
3	02-02-BL	2 1/4" x 3 1/8" RED/WHITE ALUMINUM COIL	2TAB	1 1/2 FT
4	02-01-10	2 1/8" x 4" x 8" 3009 184 MP - Alum. Sheet / BACK	2XL	50 FT
5	22-04-04	6008 5 Red LED	1BCL	EA
6	22-04-18	POWER SUPPLY 12VDC-12VDC MEANWELL 120V	1BCL	EA
7	21-40-02	EXTRUSION ANOD DIECAST 2 1/2" TYP EXTRUDED RACEWAY BOX	1BCL	EA
8	21-40-08	EXTRUSION ANOD DIE # 14461 2 1/2" TYP EXTRUDED RACEWAY LID	1BCL	EA
9	21-40-04	80 RACEWAY END CAP 1/2"OD/3/8"ID	1BCL	EA
10	---	RACEWAY PAINT	1CP	---
11	13-01-34	1/2" ENT THIN WALL CONDUIT-1/2" LENGTHS / BOTH ENDS FLATTENED FOR MOUNTING	1BCL	FT
12	13-11-01	3/16" x 2" x 12" FLAT ALUMINUM / HALL MOUNTING BARS & RACEWAY SPREADER BARS	1BCL	FT
13	13-01-49	20 AMP CARLING SWITCH AND BOOT	1BCL	EA
14	13-00-28	1/2" LIGHTBOLT NON-METALLIC STRAIGHT CONNECTOR	1BCL	EA
15	13-00-30	1/2" ELCTRIFLEX	1BCL	FT
16	11-03-01	WHITE VINYL DIFFUSER FILM 3635-10 2 1/4" x 30 YARDS TRANSLUCENT / APPLIED 2ND SURFACE	1IV	50 FT
17	17-08-21	Lead Wire Clip, Alliance #GAC003A - 1 CLIP PER 3 LEADS	1BCL	EA
18	13-01-20	BULK PLASTIC GROMMET	1BCL	BULK
19	13-02-30	BULK 24 GAUGE 2 PAIR STRANDED *Belden 4829 HOUSTON WIRE CABLE 4829	1BCL	BULK
20	17-23-28	BULK 1/4" x 1 1/2" TBC-SCREW/HEX-HEAD / TO ATTACH RACEWAY LID & LETTERS TO RACEWAY	1BCL	BULK
21	17-23-02	BULK 1/4" x 1 1/2" TBC-SCREW/HEX-HEAD / TO ATTACH RACEWAY LID & LETTERS TO RACEWAY	1BCL	BULK
22	17-40-09	BULK 3/8" x 6" AN Thread	1BCL	BULK
23	17-50-01	BULK 3/8" HEX NUT GRADE 5	1BCL	BULK
24	17-60-09	BULK 3/8" FLAT WASHER GRADE 5	1BCL	BULK
25	17-61-09	BULK 3/8" LOCK WASHER GRADE 5	1BCL	BULK
26	17-61-09	BULK 3/8" LOCK WASHER GRADE 5	1BCL	BULK
27	17-40-14	BULK SILICONE SEALANT CLEAR	1BCL	BULK



(A) STOREFRONT ELEVATION
 SCALE: 1/2" = 1'-0"

DATE: 12/16/13
 DATE: 1/13/14
 DRAWING NAME: 03025.DWG
 DRAWING NO. S-1

Instructions: Please complete this request form and submit it to city hall with your payment of \$15.00 per calendar day or fraction thereof for which the permit is issued, as soon as possible prior to the catered event. A completed form and payment should be submitted, with proof of appropriate current Missouri Liquor License and proof of property owner's approval for use and service of alcohol. A copy of the completed form will be returned to you to for proof of approval by the City of Parkville, MO for a temporary caterer's liquor permit for the date and event described below.

CATERER REQUEST FOR TEMPORARY LIQUOR PERMIT City of Parkville, MO

Date submitted: 2 / 14 / 2014

Catering Company Name, Address and Contact Information:

Myron Green Corp dba Bonterra Catering
Company Name

John Shene
Company Official Making this Request

320 N McGee KC MO 816-842-2484 ext. 103
Company Address Phone Number

Catered Event is planned for (place): Parkville Athletic Complex (PAC)
(date and time): Friday March 7th, 2014, 6:00pm - 10:00 pm
(type of event): National Wild Turkey Federation Banquet/Auction

I, John Shene, on behalf of Bonterra Catering understand that this license binds the licensee to the same rules applicable to holders of other liquor licenses within the City of Parkville, MO and to all liquor laws of the State of Missouri.

Form Accepted by Liquor License Officer/City Clerk or her designee _____ Date: ____/____/____

MISSOURI - DIVISION OF ALCOHOL AND TOBACCO CONTROL - LICENSE

THIS LICENSE MUST BE POSTED ON THE PREMISES IN FULL PUBLIC VIEW

RETAIL LIQUOR BY DRINK

152516

\$300.00

EXPIRATION DATE: JUNE 30, 2014

EFFECTIVE DATE: JULY 25, 2013

CLAY

BUS. STRUCTURE: CORPORATION

MANAGING OFFICER OR PARTNERS: JOHN A SHENE

SPECIAL PERMITS:

ALL OF A ONE STORY BUILDING, 320 N. MCGEE, KANSAS CITY, MO.

RENEWAL NOTICES are mailed annually in March. It's the licensee's responsibility to pay the required fee by MAY 1ST of each calendar year. Late fees will be assessed for late renewal after MAY 1ST.



DIRECTOR OF PUBLIC SAFETY



SUPERVISOR OF ALCOHOL AND TOBACCO CONTROL

MYRON GREEN CORPORATION

BONTERRA CATERING

320 N. MCGEE

KANSAS CITY, MO 64116

LICENSE NOT TRANSFERABLE

*Parkville Athletic Complex
6014 N. 9 Hwy.
Parkville, Missouri 64152
816-741-4424 Fax-816-741-2378*

February 11,2014

This letter serves as confirmation of approval for Myron Green Corporation dba Bonterra Catering & Events/Treat America to dispense alcoholic beverage at the following location

Parkville Athletic Complex
Address: 6014 N. 9 Hwy.,
Parkville, Missouri 64152

Event: NWTF Annual Fundraising Banquet
Date: March 7th, 2014
Time: 6:00pm-10:00pm

For further questions, please contact:
Jennifer Kabrick
Parkville Athletic Complex
816 694-7267

CITY OF PARKVILLE

Policy Report

Date: Monday, February 10, 2014

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Matthew Chapman
Human Resources/Finance Director

ISSUE:
Approve Agreements for Underwriter Services

BACKGROUND:

This summer the City must convert the temporary notes for the Brink Myers and Brush Creek Neighborhood Improvement Districts (NIDs) to permanent financing (general obligation bonds). There are two methods of sale by which an underwriter may purchase municipal bonds from an issuer for reoffering to the public. In a competitive sale, bonds are publicly advertised for sale at a designated date and time. The notice of sale includes the terms of both the sale and the bond issue. The bonds are awarded to the bidder offering the lowest interest cost. In a negotiated sale, an underwriter is pre-selected to purchase the bonds. The underwriter, in turn, sells the bonds to its investor clients. The terms of the bonds and the sale are negotiated by the issuer and the bond purchaser. In a negotiated sale, the City's independent financial advisor assists with negotiations.

Typically a competitive sale guarantees the lowest interest rates and underwriting fees to the issuer. A negotiated sale is generally reserved for sales that have lower credit ratings, project supported revenues, little market awareness, or other unique conditions. Based on the complex history of the NID projects, the City's financial advisor recommended a negotiated sale. Even in a negotiated sale, it is typical to conduct a competitive process to select the underwriter and establish the underwriter's discount. The Government Finance Officers Association (GFOA) recommends the use of a Request for Proposals (RFP) process when selecting underwriters in order to promote fairness, objectivity, and transparency. On November 25, 2013, the Finance Committee authorized the City's financial advisor (Springsted, Inc.) to issue an RFP and manage the selection process to identify an underwriter.

The City received six proposals in response to the RFP. After reviewing all proposals, the financial advisor recommended three top firms for further consideration by the City's selection committee comprised of city staff (Sean Ackerson, Matthew Chapman, and Lauren Palmer) and representatives of the Board of Aldermen (Nan Johnston, Marc Sportsman, and Jim Werner). The selection committee recommends Oppenheimer (Michael Short) as the most qualified firm to provide underwriter services for the Brink Myers issue. Oppenheimer has demonstrated experience with Missouri NID transactions and has served as underwriter for previous temporary note transactions for Brink Myers and Brush Creek. Because the retaining wall construction was delayed, the financing schedule is now compressed, so continuity will be an advantage.

The selection committee expressed desire to work with a second firm for the Brush Creek transaction. Springsted warned that splitting the issues is not advised if the two transactions occur within a month of each other because it may cause confusion in the market. There is a

high likelihood that both sales will occur within a month, so as an alternative, Springsted recommends that the transactions be handled through a co-manager relationship with Oppenheimer and Stifel Nicolaus (Laura Radcliff). Stifel has significant experience with development and redevelopment transactions of various sizes and is ranked third in Missouri transactions. The company's proposal reflected a strong understanding of the risks and history of the NID projects. Stifel agreed to honor its pricing for the original proposal, and Ms. Radcliff has worked with Mr. Short numerous times.

BUDGET IMPACT:

Fee proposals ranged from \$4.75 to \$14.50 "per bond," or rate per \$1,000 of bonds issued. Oppenheimer was originally priced at \$10.75 per bond, and Stifel was priced at \$9.18 per bond (net of underwriter counsel fees). Upon further discussions, both parties agreed to a price of \$9.00 per bond on the Brush Creek issue. Oppenheimer's price for Brink Myers will be \$10.50 per bond due to the additional risks associated with only one property owner in the NID. Underwriter costs will be absorbed in the financing as issuance costs, so there is no direct impact to the city budget.

ALTERNATIVES:

1. Approve the selection of underwriter services.
2. Do not approve the recommendation and provide further direction.
3. Table the item.

STAFF RECOMMENDATION:

Staff recommends that the Finance Committee approve the selection of Oppenheimer for underwriter services for the Brink Myers NID general obligation bond sale, and select Oppenheimer and Stifel Nicolaus as co-managing underwriters for the Brush Creek NID bond sale.

FINANCE COMMITTEE RECOMMENDATION:

On February 10, 2014, the Finance Committee, on a vote of 3-0, recommended that the Board of Aldermen approve the selection of Oppenheimer for underwriter services for the Brink Myers NID general obligation bond sale, and select Oppenheimer and Stifel Nicolaus as co-managing underwriters for the Brush Creek NID bond sale.

SUGGESTED MOTION:

I move to approve a Bond Underwriting Services Agreement with Oppenheimer & Co, Inc. for the Brink Myers NID general obligation bond sale; and approve a Senior Managing Underwriter Service Agreement with Oppenheimer & Co. and a Co-Managing Underwriter Services Agreement with Stifel, Nicolaus, & Company, Inc. for the Brush Creek NID bond sale.

POLICY:

The Purchasing Policy (Resolution #02-01-13) requires the Board of Aldermen to approve or reject all contracts in excess of \$10,000 following the recommendation of the Finance Committee.

ATTACHMENTS:

1. Bond Underwriting Services Agreement with Oppenheimer – Brink Myers NID
 2. Senior Managing Underwriting Services Agreement with Oppenheimer – Brush Creek NID
 3. Co-Managing Underwriting Services Agreement with Stifel Nicolaus – Brush Creek NID
-

**AGREEMENT TO PROVIDE BOND UNDERWRITING SERVICES
TO PARKVILLE, MISSOURI**

THIS AGREEMENT is made as of this 18th day of February, 2014, between Parkville, Missouri (the "City"), and Oppenheimer & Co. Inc. (the "Underwriter"), with respect to the planned long term bond financing for the Brink Meyer Road Neighborhood Improvement District (hereinafter, "NID"). This AGREEMENT is made pursuant to an RFP for Senior Managing Underwriter services issued by the City on January 10, 2014, and responded to by Underwriter on January 23, 2014.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the City and Underwriter agree as follows:

TERMS AND CONDITIONS

A. Scope of Services to Be Provided by Underwriter

It is expressly understood and agreed by the parties hereto that it is in the intention of the Agreement to provide for the furnishing of all underwriting services necessary to assist the City regarding the NID financing. The provision of such services will include but not necessarily be limited to, the following:

1. Capital markets monitoring and evaluation;
2. Financing structuring in cooperation with the City's Financial Advisor;
3. Assistance in obtaining credit enhancement and credit ratings, if necessary;
4. Marketing of bonds, notes or debentures (the "Securities") at interest rates and other terms most favorable to the City. Such plan of financing shall include a maturity schedule and other terms and conditions, such as optional payments, as will, in the opinion of Underwriter, result in the issuance of Securities under terms and conditions most advantageous to the City;
5. Assistance in development of legal proceedings and documentation by recognized municipal bond attorneys, who will prepare the proceedings and advise the steps necessary to be taken in a bond election, if required, the legal issuance of Securities, the final delivery of Securities and who will issue an opinion approving the legality of the Securities (at the City's request, we can assist in appointing attorneys);
6. If a bond election is required Underwriter will assemble and transmit to the bond attorneys such data as may be required in the preparation of the necessary petitions, orders, resolutions, notices and certificates; and
7. Assist the City in obtaining contracts for services rendered from such other parties associated with the assistance, sale and delivery of the Securities.

B. Information to be Provided by City

The City agrees to furnish information and have work completed in furtherance of the Scope of Services to Be Provided by Underwriter in section A above, including:

1. To arrange for the availability of such City staff as necessary;
2. To make available copies of City Audits, tax collection records and other financial records as may be necessary to provide the Scope of Services;
3. To make available the services of the City's legal counsel to address legal issues related to the Scope of Services; and
4. Provide direction on such matters as may be considered appropriate.

C. Professional Fees

It is the intent of the City that Underwriter market any Securities sold to provide long term financing for the NID. Consistent with the terms of the Underwriter's response to the RFP on January 23, 2014, the Underwriter's professional fee shall be 1.05% (\$10.50 per bond) of the par amount of Securities issued for the NID financing unless otherwise agreed to in writing by the parties hereto.

Professional fees for such services as outlined above will be contingent upon the successful completion of a financing. Such fees shall become due and payable simultaneously with delivery of the Securities sold to provide long term financing for the NID.

D. Time of Performance

The term for this agreement shall be for a period beginning on the date of execution hereof and ending twelve (12) months from such date and shall be extended to accommodate an orderly closing for any financing already in progress.

E. Indemnity and Insurance

Underwriter shall indemnify and save harmless the City and its officers, agents, and employees from any and all claims, settlements, and judgments, arising out of the Underwriter's or any of its agents' and/or employees' negligent errors, omissions, or other acts in the performance of this Agreement. The Underwriter shall maintain at least Fifty Million Dollars (\$50,000,000) in excess net capital as defined by the National Association of Securities Dealers ("NASD") which shall protect against the events enumerated herein. Underwriter shall maintain such excess net capital at all times during the term of this Agreement and for a sufficient period thereafter to adequately protect against loss incident to the events enumerated herein and upon request of the City, the Underwriter shall provide proof of such excess net capital.

F. Services to be Confidential

All services, including reports, opinions and information, to be furnished under this Agreement are confidential and shall not be divulged, in whole or in part, to any person, other than to duly authorized representatives of the City or the City's Financial Advisor, without prior written approval of the City, except by testimony under oath in a judicial proceeding or as otherwise required by law. Underwriter shall take necessary steps to ensure that no member of his staff or organization divulges any such information except as may be required by law.

G. Termination For Cause

If it is determined that either party has violated or failed to comply with any of the covenants, conditions, agreements or stipulations of this Agreement, this Agreement may be terminated upon ten (10) days written notice. Notice of termination under this Section shall enumerate the specific acts giving rise to such breach and shall sufficiently inform the breaching party of their right to cure such breach with ten (10) days of delivery of such notice. If the breaching party does not cure the breach within the prescribed ten (10) day period, this Agreement shall terminate.

Failure to take immediate action pursuant to this Section shall not constitute a waiver of the rights granted hereunder.

H. Subcontracting Assignability

Underwriter shall not enter into any subcontract to perform work or services under this contract nor assign or transfer any interest in the same without the prior written approval of the City except where specifically authorized hereunder. Any work or services subcontracted hereunder shall be specified by written contract and shall be made expressly subject to each provision of this contract.

I. Changes

The City, by written notice to the Underwriter, may modify the scope or quantity of the services to be furnished under this Agreement. If such changes cause an increase or decrease in the amount of services to be provided by the Underwriter or in the time required for their performance, equitable adjustment shall be made in the provisions of this agreement for payments to the Underwriter or for the time for performance of the services or for both.

In the event that modification of this Agreement is sought by either party, such changes may only be accomplished by written agreement of the parties accordingly.

J. Entire Agreement

This contract, together with any aforementioned exhibits, constitutes the entire agreement of the parties with respect to the subject matter hereof.

K. Governing Law/Execution

This Agreement shall be governed by and constructed in accordance with the laws of the State of Missouri. This Agreement has been executed in duplicate counterparts, both of which shall be considered the original.

Any notice to the City shall be addressed to:

Lauren Palmer
City Administrator
City of Parkville
8880 Clark Avenue
Parkville, MO 64152

and to

Bryan Kidney
Springsted Incorporated
9229 Ward Pkwy, Ste. 104
Kansas City, MO 64114

Notices to Underwriter shall be addressed to:

Michael L. Short
Managing Director
Oppenheimer & Co. Inc.
4717 Grand Avenue, Suite 700
Kansas City, MO 64112

The parties hereto have caused this Agreement to be executed pursuant to due authority as of the date first above set forth.

PARKVILLE, MISSOURI

By: _____
James C. Brooks, Mayor

ATTEST:

Melissa McChesney, City Clerk

Oppenheimer & Co. Inc.

By: 

Michael Short, Managing Director

AGREEMENT TO PROVIDE SENIOR MANAGING UNDERWRITING SERVICES TO PARKVILLE, MISSOURI

THIS AGREEMENT is made as of this 18th day of February, 2014, between Parkville, Missouri (the "City"), and Oppenheimer & Co. Inc. (the "Underwriter"), with respect to the planned long term bond financing for the Brush Creek Drainage Area Neighborhood Improvement District (hereinafter, "NID"). This AGREEMENT is made pursuant to an RFP for Senior Managing Underwriter services issued by the City on January 10, 2014, and responded to by the Underwriter on January 23, 2014.

NOW, THEREFORE, for and in consideration of the mutual covenants herein contained, the City and Underwriter agree as follows:

TERMS AND CONDITIONS

A. Scope of Services to Be Provided by Underwriter

It is expressly understood and agreed by the parties hereto that it is in the intention of the Agreement to provide for the furnishing of all Senior Managing Underwriting services necessary to assist the City regarding the NIDs financing. The provision of such services will include but not necessarily be limited to, the following:

1. Capital markets monitoring and evaluation;
2. Financing structuring in cooperation with the City's Financial Advisor;
3. Assistance in obtaining credit enhancement and credit ratings, if necessary;
4. Marketing of bonds, notes or debentures (the "Securities") at interest rates and other terms most favorable to the City in coordination with any co-managing underwriter(s) selected by the City. Such plan of financing shall include a maturity schedule and other terms and conditions, such as optional payments, as will, in the opinion of Underwriter, result in the issuance of Securities under terms and conditions most advantageous to the City;
5. Manage any underwriting syndicate established by the City. Underwriter will submit to the City, for approval, the Agreement Among Underwriters (AAU) before pricing and a summary of orders after the pricing for approval and compliance with the terms of the AAU;
6. Assistance in development of legal proceedings and documentation by recognized municipal bond attorneys, who will prepare the proceedings and advise the steps necessary to be taken in a bond election, if required, the legal issuance of Securities, the final delivery of Securities and who will issue an opinion approving the legality of the Securities (at the City's request, we can assist in appointing attorneys);

7. If a bond election is required Underwriter will assemble and transmit to the bond attorneys such data as may be required in the preparation of the necessary petitions, orders, resolutions, notices and certificates; and
8. Assist the City in obtaining contracts for services rendered from such other parties associated with the assistance, sale and delivery of the Securities.

B. Information to be Provided by City

The City agrees to furnish information and have work completed in furtherance of the Scope of Services to Be Provided by Underwriter in section A above, including:

1. To arrange for the availability of such City staff as necessary;
2. To make available copies of City Audits, tax collection records and other financial records as may be necessary to provide the Scope of Services;
3. To make available the services of the City's legal counsel to address legal issues related to the Scope of Services; and
4. Provide direction on such matters as may be considered appropriate.

C. Professional Fees

It is the intent of the City that Underwriter manage an underwriting syndicate which will market any Securities sold to provide long term financing for the NID. The professional underwriting fee for this transaction shall be 0.9% (\$9.00 per bond) of the par amount of Securities issued for the NID financing unless otherwise agreed to in writing by the parties hereto.

Professional fees for such services as outlined above will be contingent upon the successful completion of a financing. Such fees shall become due and payable simultaneously with delivery of the Securities sold to provide long term financing for the NID.

D. Time of Performance

The term for this agreement shall be for a period beginning on the date of execution hereof and ending twelve (12) months from such date and shall be extended to accommodate an orderly closing for any financing already in progress.

E. Indemnity and Insurance

Underwriter shall indemnify and save harmless the City and its officers, agents, and employees from any and all claims, settlements, and judgments, arising out of the Underwriter's or any of its agents' and/or employees' negligent errors, omissions, or other acts in the performance of this Agreement. The Underwriter shall maintain at least Fifty Million Dollars (\$50,000,000) in excess net capital as defined by the National Association of Securities Dealers ("NASD") which shall protect against the events enumerated herein. Underwriter shall maintain

such excess net capital at all times during the term of this Agreement and for a sufficient period thereafter to adequately protect against loss incident to the events enumerated herein and upon request of the City, the Underwriter shall provide proof of such excess net capital.

F. Services to be Confidential

All services, including reports, opinions and information, to be furnished under this Agreement are confidential and shall not be divulged, in whole or in part, to any person, other than to duly authorized representatives of the City, the City's Financial Advisor, or the co-managing underwriter as selected by the City, without prior written approval of the City, except by testimony under oath in a judicial proceeding or as otherwise required by law. Underwriter shall take necessary steps to ensure that no member of his staff or organization divulges any such information except as may be required by law.

G. Termination For Cause

If it is determined that either party has violated or failed to comply with any of the covenants, conditions, agreements or stipulations of this Agreement, this Agreement may be terminated upon ten (10) days written notice. Notice of termination under this Section shall enumerate the specific acts giving rise to such breach and shall sufficiently inform the breaching party of their right to cure such breach with ten (10) days of delivery of such notice. If the breaching party does not cure the breach within the prescribed ten (10) day period, this Agreement shall terminate.

Failure to take immediate action pursuant to this Section shall not constitute a waiver of the rights granted hereunder.

H. Subcontracting Assignability

Underwriter shall not enter into any subcontract to perform work or services under this contract nor assign or transfer any interest in the same without the prior written approval of the City except where specifically authorized hereunder. Any work or services subcontracted hereunder shall be specified by written contract and shall be made expressly subject to each provision of this contract.

I. Changes

The City, by written notice to the Underwriter, may modify the scope or quantity of the services to be furnished under this Agreement. If such changes cause an increase or decrease in the amount of services to be provided by the Underwriter or in the time required for their performance, equitable adjustment shall be made in the provisions of this agreement for payments to the Underwriter or for the time for performance of the services or for both.

In the event that modification of this Agreement is sought by either party, such changes may only be accomplished by written agreement of the parties accordingly.

J. Entire Agreement

This contract, together with any aforementioned exhibits, constitutes the entire agreement of the parties with respect to the subject matter hereof.

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This Agreement shall be governed by and constructed in accordance with the laws of the State of Missouri. This Agreement has been executed in duplicate counterparts, both of which shall be considered the original.

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City Administrator
City of Parkville
8880 Clark Avenue
Parkville, MO 64152

and

Bryan Kidney
Springsted Incorporated
9229 Ward Parkway, Ste. 104
Kansas City, MO 64114

Notices to Underwriter shall be addressed to:

Michael L. Short
Managing Director
Oppenheimer & Co. Inc.
4717 Grand Avenue, Suite 700
Kansas City, MO 64112

The parties hereto have caused this Agreement to be executed pursuant to due authority as of the date first above set forth.

PARKVILLE, MISSOURI

James C. Brooks, Mayor

ATTEST:

Melissa McChesney, City Clerk

Oppenheimer & Co. Inc.



Michael Short, Managing Director

INVESTMENT BANKING UNDERWRITING AGREEMENT

THIS AGREEMENT is made and entered into this 18th day of February, 2014, by and among the City of Parkville, Missouri (the "Issuer") and Stifel, Nicolaus & Company, Incorporated, (the "Underwriter" or "Stifel"), with reference to the following facts:

RECITALS

WHEREAS, the Issuer plans to issue approximately \$5,620,000 Limited General Obligation Refunding Bonds, Series 2014B Brush Creek NID; and

WHEREAS, the Underwriter agrees to be retained by the Issuer and to provide to the Issuer the services described herein; and

WHEREAS, the Underwriter agrees to act as co-managing underwriter, subject to the conditions set forth herein,

NOW therefore, for and in consideration of the mutual promises, covenants, and conditions herein contained, the parties hereto agree as follows:

Regulatory Disclosure

Pursuant to the Dodd-Frank Act and the SEC adopted Rule commonly known as the "Municipal Advisor Rule" (SEC Rule 15Ba1-1 to 15Ba1-8 - "the MA Rules"), Stifel is serving as an underwriter for this transaction and is permitted to give advice and recommendations under the "underwriter exclusion" provision of the Rule.

Some of the services that the Underwriter will be called upon to perform prior to the execution and delivery of the Purchase Agreement, such as providing advice with respect to the sizing, structure, timing and terms of the Bond issuance, are services that are also commonly provided by financial advisory firms. However, in providing such services, the parties understand and agree that the Underwriter will not be serving as the Issuer's financial advisor or acting as an agent or fiduciary for the Issuer and that the Issuer will be consulting with its own legal, financial and other advisors

Disclosures Concerning the Underwriter Role

1. MSRB Rule G-17 requires an underwriter to deal fairly at all times with both municipal issuers and investors.
2. The underwriter's primary role is to purchase the Bonds with a view to distribution in an arm's-length commercial transaction with the Issuer. The underwriter has financial and other interests that differ from those of the Issuer.
3. The underwriter does not have a fiduciary duty to the Issuer under the federal securities laws and are, therefore, not required by federal law to act in the best interests of the Issuer without regard to its own financial or other interests.
4. The underwriter has a duty to purchase the Bonds from the Issuer at a fair and reasonable price, but must balance that duty with its duty to sell the Bonds to investors at prices that are fair and reasonable.

5. The underwriter will review the official statement for the Bonds in accordance with, and as part of, its respective responsibilities to investors under the federal securities laws, as applied to the facts and circumstances of this transaction. Under federal securities law, an issuer of securities has the primary responsibility for disclosure to investors. The review of the official statement by the underwriters is solely for purposes of satisfying the underwriters' obligations under the federal securities laws and such review should not be construed by an issuer as a guarantee of the accuracy or completeness of the information in the official statement.

Disclosures Concerning the Underwriter Compensation

The underwriter will be compensated by a fee and/or an underwriting discount that is outlined below and will be set forth in the bond purchase agreement to be negotiated and entered into in connection with the issuance of the Bonds. Payment or receipt of the underwriting fee or discount will be contingent on the closing of the transaction and the amount of the fee or discount may be based, in whole or in part, on a percentage of the principal amount of the Bonds. While this form of compensation is customary in the municipal securities market, it presents a conflict of interest since the underwriter may have an incentive to recommend to the Issuer a transaction that is unnecessary or to recommend that the size of the transaction be larger than is necessary.

Conflicts of Interest Disclosures

Stifel has not identified any additional potential or actual material conflicts that require disclosure.

Limitation of Duties

The Issuer acknowledges and agrees that Stifel is not making a commitment to extend credit, make a loan or otherwise fund the Project beyond the obligations contained in a mutually satisfactory bond purchase agreement. The Issuer acknowledges that the services provided under this Agreement involve professional judgment on our part and that the results cannot be, and are not, guaranteed.

Scope of Services

The Issuer has engaged the Underwriter to perform various services related to the issuance of bonds, which are to be performed within the framework of all relevant rules and regulations. All services are provided on an arm's length, commercial basis and may or may not be provided in conjunction with services provided by advisors to the Issuer, such as, but not limited to, a financial advisor or a municipal advisor.

With this understanding, the Underwriter may provide the following services and perform the following functions:

A. Structuring the Financing

1. The Underwriter will work with the Issuer, its Bond Counsel, Financial Advisor, Disclosure Counsel, Senior Underwriter, and other members of the Issuer's financing team in evaluating specific terms and conditions affecting the Securities with the purposes of meeting the Issuer's financing objectives and assuring appropriate credit quality;
2. The Underwriter will work with the Issuer to create a feasible and efficient structure for the Bonds in order to enhance the Bonds' marketability;

3. In cooperation with Issuer and Senior Underwriter, prepare and/or review of all documents necessary to implement the issuance of the Bonds, including, but not limited to, authorizing resolutions, bond purchase agreement, and preliminary and final official statements distributed to potential investors, as required;
4. In cooperation with Senior Underwriter, prepare an Agreement Among Underwriters ("AAU"), which the Issuer will review before pricing. The Issuer will review the orders after the pricing to determine compliance with the terms of the AAU.

B. Marketing the Securities

1. Provide information and material as needed to support presentations for rating agencies and/or bond insurance companies; if requested;
2. Coordinate printing and distribution of the preliminary and final official statements;
3. Together with the Issuer and other appropriate parties, provide market information on the timing of the sale of the Bonds in relation to the market conditions and financing needs;
4. Arrange for distribution of the final official statements in accordance with Section 240.15c2-12 of Title 17 of the Code of Federal Regulations;
5. Arrange for the printing of the Bonds and assist in the signing and delivering of the Bonds; and
6. Serve as co-managing underwriter of the Bonds, which obligation is conditioned upon the execution of a mutually satisfactory bond purchase agreement and other customary documentation, and coordinate with all parties so as to consummate the sale and delivery of the Bonds in a timely manner.

Expenses

The Issuer, from the Bond proceeds or other lawfully available funds, will pay for legal fees, including disclosure counsel; rating agency and credit enhancement fees including all related travel (if any); the cost of appraisal, fiscal consultant, statistical, computer, and graphics services (if any), cost of printing and distribution of the official statements and expense of publication, advertising, and informational meetings; and the costs of fiscal agent or bond trustee and registrar.

Compensation

The Underwriter agrees to prepare and coordinate all aspects of the sale of the Bonds. Stifel will be paid only when bonds are sold. The fee for Stifel's preparation and coordination of the sale of the Bonds shall be \$9.00 per \$1,000.00 of bonds sold. The underwriting fee is contingent on a successful sale of the Bonds and is payable from the proceeds of the Bonds.

Term of Agreement

This Agreement is to continue until the Project is financed or until the Governing Board of the Issuer formally abandons the Project, unless previously terminated by mutual written consent of the parties hereto.

This Agreement may be terminated at any time by the Issuer, upon five business days' prior notice to such effect to the Underwriter, or by the Underwriter upon five business days' prior notice to such effect to the Issuer. Any such termination, however, shall not affect the obligations of the Issuer under the Expenses section hereof.

Severability of Provisions

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law.

Governing Law

This Agreement, and the rights and obligations of the parties hereto, shall be construed, interpreted and enforced pursuant to the laws of the State of Missouri, and exclusive venue in any and all actions existing under this Agreement shall be laid in the action or proceeding which Issuer or Underwriter may be required to prosecute to enforce its respective rights within this Agreement. The unsuccessful party therein agrees to pay all costs incurred by the prevailing party therein, including reasonable interest and attorney's fees, to be fixed by court, and said costs, interest, and attorneys' fees shall be made a part of the judgment in said action. Prior to the commencement of any litigation concerning this Agreement, the Issuer and the Underwriter agree to first submit any disagreements to mediation. This mediation requirement is intended to reduce the costs of dispute resolution for both parties.

Subcontractors

The Underwriter shall, with the prior written approval of the Issuer, use such subcontractors as are necessary in the fulfillment of this Agreement.

Miscellaneous

Nothing contained herein shall preclude the Underwriter from carrying on its customary and usual business activities. The Underwriter specifically reserves the right, but is not obligated, to bid for and maintain secondary markets on any Issuer outstanding bonds subject to appropriate information barriers. Services provided by the Underwriter in connection with this Agreement shall not limit the Underwriter from providing services for the Issuer in conjunction with other services requested by the Issuer except as limited by rule of law or regulation.

In connection with services agreed to herein, it is understood that the Underwriter will render professional services as an independent contractor. Neither the Underwriter nor any of its agents or employees shall be deemed an employee of the Issuer for any purpose.

The Underwriter shall not assign or otherwise transfer any interest in this Agreement without the prior written consent of the Issuer.

This Agreement constitutes the entire agreement between the parties relating to the subject matter thereof and supersedes any prior understandings or representations. The Agreement may be amended or modified only by a writing signed by both parties. It is solely for the benefit of the Issuer and Stifel, and no other person.

This Agreement is submitted in duplicate originals. The acceptance of this Agreement by the Issuer will occur upon the return of one original executed by an authorized Issuer representative, and the Issuer hereby represents that the signatory below is so authorized.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first written above.

Stifel, Nicolaus & Company, Incorporated

By  _____

Name: Laura Radcliff

Title: Senior Vice President

Date February 10, 2014

ACCEPTANCE

ACCEPTED this 18th day of February, 2014

City of Parkville, Missouri

By _____

Name: James C. Brooks

Title: Mayor

Date: February 18, 2014

ATTEST

By _____

Name: Melissa McChesney

Title: City Clerk

CITY OF PARKVILLE

Policy Report

Date: January 21, 2014

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Kirk Rome, P.E.
Public Works Director

ISSUE:

Approve an agreement with the Parkville Vikings Football Club for use of the City property generally known as Vikings Field

BACKGROUND:

The Parkville Vikings Football Club (Vikings) is a youth sports programming organization affiliated with the North Suburban Youth Football League (NSYFL). The Vikings offer football and cheer programs for youth ages Kindergarten through 8th grade. For many years, the Vikings have held practices and games on the city property known as Vikings Field south of the intersection of River Road, Union Chapel, and FF Highway. This relationship has always been informal, but needs to be documented in a written agreement in order to protect the interests of both parties.

City Administration negotiated a draft agreement with the Vikings Football Club for the use and maintenance of the field (Attachment 1). The draft agreement was reviewed by the Finance Committee on October 28, 2013, and November 25, 2013, and various revisions were made in response to concerns raised. In general, the agreement allows the Vikings to continue to use the field free of charge during its season in exchange for assuming all maintenance/utility costs and providing youth sports programming. The Vikings must maintain minimum liability coverage of \$1 million per occurrence (\$2 million aggregate) that names the City of Parkville as an additional insured. The initial term is five years with up to three successive three-year renewals. The agreement may be terminated by either party for default upon 60 days written notice or for convenience upon 6 months written notice.

The agreement requires the Vikings to obtain prior written approval from the City for any alterations or structural improvements to the property. All approved alterations will be made at the sole expense of the Vikings and will be subject to all applicable regulations such as zoning, building codes, flood plain restrictions, etc. Upon execution of the agreement, the City will inspect the existing improvements to ensure compliance with all applicable regulations, and any violations must be corrected at the expense of the Vikings.

BUDGET IMPACT:

The City recently discovered that the water to Vikings Field for irrigation and other purposes is connected to the water meter for the sewer plant. The agreement requires the Vikings to pay restitution in the amount of \$1,000 for past water usage. The agreement further requires the Vikings to reimburse the City for installing a separate meter to account for water usage to the field in the future. Staff originally requested that the Vikings install a separate service line, but the estimated cost to extend a new line under FF Highway is approximately \$8,000. A separate meter may be installed for approximately \$2,000. The City would maintain and control the line in case it is ever needed for other users. The City will take meter readings before and after each football season and bill the Vikings for its share of water costs plus a 5% administrative fee to cover the City's costs for maintaining the line and taking meter readings.

ALTERNATIVES:

1. Approve the agreement with the Parkville Vikings Football Club for the use of Vikings Field.
2. Approve the agreement with modifications to meet the desires of the Board.
3. Do not approve the agreement.
4. Table the item.

STAFF RECOMMENDATION:

Unlike other field or facility reservations, the Vikings will assume all responsibility for maintenance and improvements to Vikings Field. The Vikings have an established history of recreation programming in the community and investments on the property. The proposed arrangement is comparable with field arrangements with other public entities for other teams in the NYSFL in that the fees charged are for direct costs for service (Attachment 4). For these reasons, City Administration is comfortable recommending a long-term use arrangement with the Vikings that ensures appropriate protections for the City. The agreement does not preclude the City from entering into similar arrangements with other users at other times of the year. At this time, the City has not been approached by any other users with an interest in the field.

COMMUNITY LAND AND RECREATION BOARD (CLARB) RECOMMENDATION:

On January 8, 2014, by a vote of 8-0, CLARB approved the agreement with the Parkville Vikings Football Club, as presented, and recommended the same to the Board of Aldermen for final approval.

SUGGESTED MOTION:

I move to approve an agreement with the Parkville Vikings Football Club for the use of Vikings Field.

POLICY:

The Board of Aldermen must approve all agreements for the sale or use of city-owned property.

ATTACHMENTS:

1. Agreement
 2. Background Information on the Parkville Vikings Football Club
 3. Parkville Vikings Financial Report – 2011 – 2013
 4. Comparable Field Arrangements for Other Teams in the NSYFL
 5. Water Usage Investigation Report
-

VIKING FIELD USE AGREEMENT

This Use Agreement is made and entered into this 18th day of February, 2014 by and between the City of Parkville, Missouri, a municipality of the fourth class, hereinafter called “the City,” and the Parkville Vikings Football Club, a Missouri not-for-profit corporation, hereinafter called “the Vikings.”

WHEREAS, The City owns the land generally located at the southwest corner of River Road and Hwy FF, addressed at 12398 NW Highway FF, Parkville, Platte County, Missouri, 64152, known as Viking Field, as further described in Exhibit A, attached hereto and incorporated by reference, hereinafter the “Premises”; and,

WHEREAS, The City desires to allow the Vikings to use the field for youth recreational programming and the latter desires to use the same with permission from the City in accordance with the following terms; and,

WHEREAS, this Agreement totally replaces any pre-existing arrangements, verbal or written, between the City and the Vikings related to the use of the Premises.

NOW THEREFORE, The City agrees to allow the Vikings to use the Premises, as follows:

1. **Term.** The term of this Agreement shall be for a period beginning on the date of the signing of this Agreement and running until December 31, 2018. The Agreement shall automatically renew on January 1, 2019 and on January 1, 2022, and on January 1, 2025, thereafter, for up to three (3) successive periods of three years (3) years, unless either party terminates the Agreement by written notice to the other party at least one hundred eighty days (180) before the renewal.
2. **Premises.** The Premises governed by this Agreement shall include all improvements and fixtures thereon, which shall remain the property of the City at the termination of this Agreement. The Vikings shall retain title to all personal property which it owns and which is located on the premises. The City is not responsible for security or maintenance of the personal property of the Vikings.
3. **Grant of Use.** The Vikings shall be scheduled to use the Premises for youth sports programming during the period from August 1 to November 30 of each year throughout the term of this Agreement. The City will not grant use of the Premises to other users during this period. During the period from December 1 to July 31 the City may schedule use of the Premises for other users. Before scheduling other uses, the City agrees to consult with the Vikings to determine any special considerations for the maintenance and preservation of the field turf, but the final decision will be made in the sole discretion of the City. The Vikings are granted access to the Premises for maintenance purposes during the period from December 1 to July 31 so long as such access does not interfere with other uses authorized by the City. If other uses are authorized, the City agrees to return the Premises, at its sole expense, to the same or better condition on August 1 of each year as it was on August 1 of the previous year.
4. **User Fee.** The Vikings shall not be obligated to pay any user fee to the City. The consideration to the City for entering into this Agreement is the benefits derived by the citizens of the City of Parkville, Missouri, from the programs provided by the Vikings and the ongoing maintenance of the premises. The Vikings agree to provide youth sports programs for tackle football, flag football, and cheerleading, or other similar programming, through the term of this Agreement.
5. **Utilities.** During its use of the Premises, Vikings shall pay for all utilities to the Premises including, but not limited to, water, sewer, electricity, gas, and trash. The Vikings acknowledge that, for an undetermined period of time prior to the execution of this Agreement, the Vikings used the City’s water service to irrigate the Premises for the Vikings use, without formal approval from the City. The Vikings agree to make restitution for this water use in the amount of one thousand dollars (\$1,000),

payable on or before August 1, 2014. Upon execution of this agreement, the City will install a private meter on the City's water service line connected to the hydrant on the Premises. The Vikings will reimburse the City for the actual cost of the meter which is estimated to be two thousand dollars (\$2,000). The City will invoice the Vikings annually after November 30 for the City's actual water bills for service to the Premises during the Vikings use of the Premises, plus an administrative fee equal to five percent (5%) of water bills. The administrative fee is considered reimbursement for the City's costs associated with maintaining the water service and billing.

6. **Insurance.** The City shall procure and maintain property insurance covering the land and improvements only. The Vikings shall maintain a policy of insurance to cover personal property which it owns and which is located on the Premises. The Vikings shall also keep in force, at the Vikings' expense, as long as this Agreement shall remain in effect, Commercial General Liability Insurance in a responsible company, authorized to do business in the State of Missouri, with respect to the Premises with coverage in a minimum amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate. The Vikings will provide a copy of such certificate of liability insurance to the City on or before the anniversary date of this Agreement each year. The Vikings shall notify the City if such insurance is threatened to be canceled or expired.

The Vikings shall secure the endorsement in the name of the City as an additional insured, on such liability insurance policy, without additional expense to the City. The Vikings will indemnify the City and save the City harmless from and against any and all claims, actions, damages, liabilities and expenses in connection with the loss of life, personal injury, theft, vandalism or damages to property arising out of or from the use of the Premises by the Vikings, provided, however, the Vikings will not be liable to the City on any claim, to the extent it is caused by the negligence of the City, or its agents or employees. Failure of the Vikings to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation, including but not limited to, the indemnification obligation.

7. **Maintenance and Repairs.** During its use of the Premises, the Vikings shall be responsible for maintenance and repair of the Premises, including maintaining the field turf in a manner that is safe and presentable for program participants. In the event of significant flood or other damage to the Premises, the City will perform repairs in its sole discretion. In the event the Vikings desire repairs that would not otherwise be performed by the City, the Vikings will assume the costs of any repairs that exceed applicable insurance proceeds, including the City's insurance deductible.
8. **Entry Upon the Premises.** The Vikings agree to permit the City, or its authorized agent, to enter the Premises at all times, on reasonable notice, for the purpose of inspecting to ensure compliance with the terms of this Agreement. In addition, the Vikings will maintain a public ingress-egress easement across the driveway of the Premises to provide access to City property south of the Premises.
9. **Alterations by the Vikings.** No alterations or structural improvements shall be made by the Vikings to the Premises during the term hereof without the prior written consent of the City. All approved alterations will be made at the sole expense of the Vikings and are subject to applicable regulations including, but not limited to, zoning, building codes, building permits, building inspections, and flood plain regulations. The City acknowledges that the useful life of certain improvements desired by the Vikings may exceed the term of this Agreement. The City agrees to take this into consideration in reviewing and approving structural improvements and to negotiate in good faith extensions to the term of this Agreement to coincide with the useful life of said improvements.
10. **Current Conditions.** The City reserves the right to inspect the Premises and its existing improvements to ensure compliance with all applicable regulations including, but not limited to, zoning, building codes, and flood plain regulations. Any violations must be corrected at the expense of the Vikings within a reasonable timeframe determined by the City.
11. **Compliance with Law.** The Vikings must comply with all applicable local, state, and federal laws with regard to programming and operations including, but not limited to, regulations imposed by the

North Suburban Youth Football League or similar entity; city ordinances related to non-profit special permitting, zoning regulations, building codes, and nuisances; food service regulations (concessions); and State of Missouri and Internal Revenue Service regulations related to status as a non-profit organization. Failure to comply with applicable laws is considered a breach of this agreement.

12. **Reporting.** Each year on or before January 31, the Vikings shall provide a written report to the City of its activities for the prior year ended December 31. The report shall include, at a minimum, an accounting of all expenditures associated with maintenance, improvements, and activities of the Premises and any revenues generated by activities related to the Premises.
13. **Proximity to Wastewater Treatment Plant.** Due to its proximity to the Parkville Wastewater Treatment Plant, there may be occasion when the City needs to apply sewer sludge from the Plant on or near the Premises. The City will provide seven (7) days notice to the Vikings of any sewer sludge application on the Premises. The City will make every effort to minimize the impact on the Vikings while maintaining safe sewer treatment operations in compliance with state and federal law.
14. **Successors and Assigns.** This agreement shall extend to and be binding upon the successors and assigns of the parties hereto.
15. **Termination for Cause.** If either party fails to fulfill the terms of this Agreement, the other party may provide sixty (60) days written notice to the offending party that outlines the specific issues of default. If the default is not cured within sixty (60) days, the Agreement will terminate.
16. **Termination for Convenience.** Either party may at any time and for any reason terminate the agreement upon six months (6) months written notice to the other party.
17. **Notice.** Written notice regarding this agreement shall be effective upon receipt via hand-delivery; three working days after deposit in the U.S. Mail or by confirmed delivery by national overnight delivery service to the following addresses:

To City:

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

To Vikings:

Parkville Vikings Football Club
Attn: Alan Hoambrecker, President
15399 Brink Myers Road
Parkville, MO 64152
18. **Entire Agreement.** This document constitutes the entire agreement between the Vikings and the City. This Agreement cannot be modified except in writing and must be signed by all parties. Neither Vikings nor City has made any promises or representations, other than those set forth in this Agreement and those implied by law.

In witness whereof of the parties have set their hands this 18th day of February, 2014.

Parkville Vikings Football Club

The City of Parkville, Missouri

By: Alan Hoambrecker, President

By: James C. Brooks, Mayor

ATTEST:

By: Melissa McChesney, City Clerk

EXHIBIT A
Premises

That portion of parcel number 20-8.0-33-000-000-003-001, generally located: on the northernmost portion of said parcel; south of the intersection of River Road, Union Chapel Road and FF Highway; west of Rush Creek; north of the Burlington Northern Santa Fe railroad right-of-way; and bounded by the existing tree lines. The property is generally depicted as the area in red below.



PARKVILLE VIKINGS

Flag (3 teams Maximum)	45 Players Maximum
3 rd & 4 th Grade	25 Players Maximum
5 th & 6 th Grade	29 Players Maximum
7 th & 8 th Grade	32 Players Maximum
Cheerleaders	Unlimited

2013 The Parkville Vikings had 120 Football players
2013 The Parkville Vikings had 52 Cheerleaders
2013 The Parkville Vikings had 28 Football coaches
2013 The Parkville Vikings had 12 Cheer coaches
Not to mention the many volunteers that run concession,
oversee the field maintenance, equipment, etc.

2013 Registration: 150 players/cheerleaders live in Platte County
2013 Registration: 66 use Parkville as their address but some
may use Kansas City as their address.
We have 94 with a 64152 zip code and 25 with a 64151 zip code.

2013 Banquet we had 350 people attend.

NYSFL TEAMS

Central Sharks
Englewood Packers
Necco Raiders
Pleasant Valley Giants
Northland Longhorns
Jets
Chargers
Leavenworth Pioneers
Northland Chiefs
Northland Rams
Parkville Vikings

HOME FIELD

Hodge Park
Englewood Park
San Rafael Park
Pleasant Valley Park
Smithville Lake Dam
Plaza Middle School
Water Well Park
Warren Middle School
Line Creek Park
North Kansas City High School
Viking's Field

PARKVILLE VIKINGS

INCOME	2013	2012	2011
BANQUET	\$ 2,550.00	\$ 1,949.00	\$ 1,600.00
BOOSTER CLUB	\$ 400.00		\$ 660.00
CHEERLEADING	\$ 990.20		\$ 755.00
CONCESSIONS	\$ 5,822.72	\$ 8,429.89	\$ 9,484.72
FAMILY FUN NIGHT			\$ 1,072.50
FIREWORKS		\$ 17,243.15	\$ 19,313.52
HOMECOMING		\$ 771.00	\$ 1,120.00
FLAG TOURNAMENT	\$ 230.00		
MONETARY DONATIONS	\$ 480.00	\$ 1,199.05	\$ 3,653.90
POKER TOURNEY	\$ 1,925.00		
REGISTRATION FEES	\$ 39,375.00	\$ 37,360.00	\$ 35,179.00
SPIRIT WEAR	\$ 1,146.70	\$ 2,959.16	\$ 4,242.00
XENITH HELMETS		\$ 400.00	\$ 800.00
TOTAL INCOME	\$ 52,919.62	\$ 70,311.25	\$ 77,880.64
EXPENSES	2013	2012	2011
ANNOUNCER	\$ 450.00	\$ 600.00	
BANK FEES	\$ 12.30	\$ 58.80	\$ 56.43
BANKCARD FEES	\$ 184.75	\$ 222.79	\$ 523.25
BANNERS			\$ 414.00
BANQUET	\$ 1,750.00	\$ 5,239.45	\$ 3,639.76
BOARD MEETING	\$ 122.35	\$ 153.92	\$ 48.02
BOOSTER CLUB EXP		\$ 158.87	
CHEERLEADING	\$ 1,491.07	\$ 1,355.11	\$ 3,634.00
COACHES CLINIC	\$ 300.00	\$ 500.00	\$ 249.31
CONCESSIONS	\$ 3,678.98	\$ 3,781.20	\$ 4,111.28
DECALS	\$ 650.17		
EQUIPMENT	\$ 91.72	\$ 612.66	\$ 1,087.92
FAMILY FUN NIGHT EXP			\$ 1,914.58
FIREWORKS EXP		\$ 11,601.47	\$ 11,435.73
FOOTBALLS	\$ 899.46	\$ 403.40	\$ 366.00
FUNDRAISING EXPENSE	\$ 4,175.01	\$ 3,914.17	\$ 3,924.54
HOMECOMING	\$ 429.87	\$ 1,545.03	\$ 2,477.80
LEAGUE FEES	\$ 8,880.00	\$ 7,875.00	\$ 8,550.00
LICENSE & FEES	\$ 850.00	\$ 250.00	\$ 650.00
LIGHT RENTAL	\$ 2,361.69	\$ 1,941.31	\$ 1,333.03
MAINTENANCE	\$ 14,694.10	\$ 13,494.21	\$ 14,033.59
MARKETING		\$ 239.90	\$ 1,612.70
OFFICE	\$ 115.61	\$ 162.40	\$ 248.66
POKER TOURNEY EXP	\$ 200.00		
RECONDITION HELMETS		\$ 3,328.80	
REFREE		\$ 496.00	
SPIRIT WEAR EXPENSE	\$ 630.00	\$ 4,087.92	\$ 2,720.23
T SHIRTS			\$ 422.80
TOURNAMENTS	\$ 393.40	\$ 220.28	\$ 60.00
TRASH	\$ 985.00	\$ 617.00	\$ 540.00
UNIFORMS	\$ 4,458.40	\$ 25,706.86	\$ 3,449.58
UTILITIES	\$ 630.79	\$ 681.01	\$ 717.83
WEBSITE	\$ 225.00	\$ 212.91	\$ 269.86
TOTAL EXPENSES	\$ 48,659.67	\$ 89,460.47	\$ 68,490.90
NET INCOME	\$ 4,259.95	\$ (19,149.22)	\$ 9,389.74

Comparable Field Arrangements for North Suburban Youth Football League (NSYFL) Teams

City of Kansas City

Pleasant Valley Athletic Complex (Pleasant Valley Giants)

San Rafael Park (Necco Raiders)

Englewood Park (Englewood Packers)

Frank Vaydik Park (Northland Chiefs)

Robert H. Hodge Park (Central Sharks)

Highlights of Agreement

- Subject to KCMO Recreation Division Priority Use Policy (based on level of affiliation with City, percentage of organization with City residency, and level of broad based benefit for Kansas City residents and community).
- North Suburban Youth Football League (NSYFL) pays total compensation of \$3,555 per season (\$395 per field).
- Requires General Liability Insurance of \$1,000,000 per occurrence and \$2,000,000 aggregate.
- Termination upon 10 days notice.
- Authorization to operate concession facilities at Licensee expense.
- Licensee maintains game fields during term of agreement. Water is provided free of charge, but electricity is reimbursed to the City.
- Services provided by the City:
 - Trash collection once per week during the season
 - Facility maintenance services and basic grounds services to common areas
 - Picnic tables
 - Use of the concession buildings and other permanent parks structures

North Kansas City School District

North Kansas City High School (Northland Rams)

Highlights of Agreement

- Team is affiliated with the North Kansas City High School Touchdown Club (booster organization).
- Any proceeds from concessions are donations to the Touchdown Club.
- Football coaches supervise (open and lock up facilities).
- Only overhead to the team is volunteer custodial support.

City of Smithville

Smithville Lake Dam (Northland Longhorns)

Highlights of Agreement

- Total compensation of \$2,105.38 for the season (based on a calculation of the City's actual cost to layout and maintain a game field and two practice areas).
- City maintains and weatherizes the irrigation system, concession building, and parking areas.
- Team mows fields every other week during the season.
- Team pays \$600 per season for exclusive use of the concession stand/storage area during season.
- Team reimburses the City at the end of the season for electricity used.
- Team provides trash service.
- Park restrooms are provided, but team may need to supplement with additional portable toilets for larger events.

Park Hill School District

Plaza Middle School (Northland Jets)

Highlights of Agreement

- Fee of \$30 per 2 hours use of soccer field.
- Permits for outdoor facilities may not be canceled or rescheduled without user's permission since approval for facility use has been granted (does not apply for inclement weather or emergencies).
- Scheduling is subject to the district's use policy (district sponsored and affiliated activities have priority).
- Requires minimum liability insurance of \$1,000,000.
- District assumes all maintenance responsibilities.
- After hours utility fees are charged for electricity, water, sewer, and gas outside of regular operating hours (primarily for buildings).



CITY OF PARKVILLE Memorandum

Date: January 14, 2014

To: Mayor and Board of Aldermen

From: Lauren Palmer, City Administrator

CC: Sean Ackerson, Assistant City Administrator/Community Development Director
Kirk Rome, P.E., Public Works Director

RE: Vikings Field Water Use Investigation

On November 25, 2013, the Finance Committee directed staff to investigate the circumstances of the Parkville Vikings Football Club tapping the City's water service line to the sewer plant for irrigation to Vikings Field. Staff consulted with at least a dozen current and former employees/contractors of the City of Parkville who were believed to have possible knowledge about the water connection. Ultimately Alderman Diane Driver provided the best lead. Alderman Driver's uncle, Kenny Hevelow, is employed with KNS Construction, a company that is under contract to make water connections for Consolidated Public Water Supply District No. 1.

Mr. Hevelow states that KNS Construction supplied the parts for the Vikings Field connection per its contract with the water district. According to Mr. Hevelow, the invoice for the parts was paid directly by the Vikings organization. Mr. Hevelow stated that he believed someone at the sewer plant was involved. Mr. Hevelow could not recall the timing of the purchase.

Danae Caquelin is a former waste water operator for the Parkville Sewer Treatment Plant. Ms. Caquelin was a previous employee of Alliance Water Resources. She admitted to installing the tap and insisted she would not have made the connection without authorization from the City, although she could not recall the timeframe in order to confirm if either Jeff Rupp or Dan Koch was the Public Works Director at the time. Mr. Rupp has no recollection of the events involved, and Mr. Koch stated that he worked on a draft version of an agreement with the Vikings in 2009, but could not confirm if the tap was in place at that time. Ms. Caquelin's recollection of the circumstances is that the City agreed to install the hydrant to provide drinking water on-site. She does not recall the City granting authorization for irrigation. In any event, this account tends to confirm that the Vikings did not secretly install the tap in an attempt to avoid interference from the City.

Water Records

The Consolidated Public Water Supply District No. 1 provided all of the billing and consumption (actual usage) records available dating back to December 27, 2007. There is no clear pattern in the billing history and, in fact, costs in the winter months often far exceeded costs during the summer months. Alliance Water Resources does not keep records of high water usage at the sewer plant, but staff recalls two events that resulted in abnormally high water usage: rinsing the aeration basins to install new air blowers (July 2010) and hosing down sludge following an overflow event (summer 2012). Consumption during the Vikings season did not exceed the winter quarter average until 2010

which indicates that may have been the first year that the Vikings utilized the tap for irrigation purposes. However, without separate metering, there is no way to distinguish prior water usage for the field from water usage at the sewer plant.

Conclusion

Based on all of the information gathered, I speculate that the City installed the hydrant to the field as a courtesy to the Vikings to provide on-site drinking water. The history of this partnership is informal, so it stands to reason that the hydrant was approved without formal documentation or Board of Aldermen action so long as the Vikings paid for installation. I suspect that at the time the hydrant was installed, the City did not envision an irrigation use, and perhaps neither did the Vikings. Over time, as leadership changed for both parties, the Vikings may have assumed, without confirming, that irrigation was allowed since the hydrant was installed for field use.

The Vikings have agreed to separate metering for water supplied to the field in the future. In addition, the Vikings have offered to pay a one-time fee of \$1,000 as restitution for past water bills. I believe this is a good faith effort by the Vikings to “make it right” for a situation in which both the City and Vikings share some responsibility. Having a written agreement that clearly defines the expectations of both parties will resolve this issue and provide a record for the future.

Attachment:

1. Water Usage Records

Sewer Plant/Viking Field Water Bills

	2008	2009	2010	2011	2012	2013	Average	Median
January	\$363.79	\$140.50	\$148.90	\$62.10	\$42.50	\$63.70	\$136.92	\$102.10
February	\$99.26	\$1,130.30	\$116.70	\$64.90	\$81.00	\$186.90	\$279.84	\$107.98
March	\$323.14	\$91.50	\$105.50	\$91.50	\$39.70	\$79.70	\$121.84	\$91.50
April	\$70.75	\$130.00	\$142.60	\$42.50	\$140.50	\$122.10	\$108.08	\$126.05
May	\$106.13	\$109.00	\$95.00	\$48.80	\$70.90	\$104.50	\$89.06	\$99.75
June	\$88.18	\$173.40	\$108.30	\$100.60	\$141.30	\$131.70	\$123.91	\$120.00
July	\$110.35	\$174.80	\$125.80	\$47.40	\$2,212.50	\$1,234.10	\$650.83	\$150.30
August	\$149.11	\$291.70	\$388.30	\$74.00	\$1,900.50	\$808.50	\$602.02	\$340.00
September	\$155.76	\$121.60	\$188.80	\$433.10	\$778.90	\$961.30	\$439.91	\$310.95
October	\$147.63	\$98.50	\$60.70	\$479.30	\$297.30	\$90.90	\$195.72	\$123.07
November	\$194.94	\$102.00	\$59.30	\$34.10	\$94.10	\$157.33	\$106.96	\$98.05
December	\$118.80	\$174.10	\$62.80	\$34.10	\$69.30		\$91.82	\$69.30
TOTAL	\$1,927.84	\$2,737.40	\$1,602.70	\$1,512.40	\$5,868.50	\$3,940.73		
Winter Quarter Average (Jan. - Mar.)	\$262.06	\$454.10	\$123.70	\$72.83	\$54.40	\$110.10		
Viking Season Average (Aug. - Nov.)	\$161.86	\$153.45	\$174.28	\$255.13	\$767.70	\$504.51		

Sewer Plant/Viking Field Water Consumption (Gallons)

	2008	2009	2010	2011	2012	2013	Average	Median
January	64,300	16,500	17,700	5,300	2,500	4,400	18,450	10,900
February	14,200	157,900	13,100	5,700	8,000	19,800	36,450	13,650
March	56,600	9,500	11,500	9,500	2,100	6,400	15,933	9,500
April	8,800	15,000	16,800	2,500	16,500	11,700	11,883	13,350
May	15,500	12,000	10,000	3,400	5,300	9,500	9,283	9,750
June	12,100	21,200	11,900	10,800	14,100	12,900	13,833	12,500
July	16,300	21,400	14,400	3,200	273,000	150,700	79,833	18,850
August	16,600	38,100	51,900	7,000	234,000	97,500	74,183	45,000
September	17,500	13,800	23,400	58,300	93,800	116,600	53,900	40,850
October	16,400	10,500	5,100	64,900	33,600	7,800	23,050	13,450
November	22,800	11,000	4,900	1,300	8,200	16,100	10,717	9,600
December	13,400	21,300	5,400	1,300	5,100		9,300	5,400
TOTAL	274,500	348,200	186,100	173,200	696,200	453,400		
Winter Quarter Average (Jan. - Mar.)	45,033	61,300	14,100	6,833	4,200	10,200		
Viking Season Average (Aug. - Nov.)	18,325	18,350	21,325	32,875	92,400	59,500		

CITY OF PARKVILLE

Policy Report

Date: February 7, 2014

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Steve Berg
City Treasurer

ISSUE:

Approve a Memorandum of Understanding (and related actions) with the Platte County Regional Sewer District regarding negotiations for the transfer of the Parkville Sewer Utility.

BACKGROUND:

In 2006, in response to a petition from the property owners, the City established the Brush Creek Drainage Area Neighborhood Improvement District (NID) and authorized the extension of sewer infrastructure to serve the district. As part of the project, the City and Platte County Regional Sewer District (PCRSD) entered into a Cooperative Agreement for the development, construction, and maintenance of the Brush Creek sewer improvements. In general, the City owns the improvements until the associated debt is retired, but PCRSD is responsible for all operational and maintenance costs for the improvements.

Following the establishment of the NID, development within the district stalled due to the national economic recession. Only one parcel has developed, and most of the other properties are bank owned or controlled. Last summer, the City issued limited general obligation renewal temporary notes (Series 2013B) in the principal amount of \$4,935,000 to retire existing temporary notes issued for the construction of the improvements. The City anticipates converting the notes to permanent financing (limited general obligation bonds) before August 1, 2014. Based on this schedule, the initial NID assessments would be due in December 2014 and the first bond payment would be due in March 2015. Due to the uncertainty of development within the NID, the City is facing a significant liability if any property owners fail to pay all or a portion of assessments.

PCRSD has approached the City about negotiating a sale/transfer of the Parkville sewer utility. Although this option is to be evaluated and any final agreement terms must be negotiated, presumably the sale price would be adequate to retire the Brush Creek NID temporary notes, thereby eliminating the City's exposure for future debt payments. In addition, the retirement of the NID debt would result in PCRSD assuming immediate ownership of the Brush Creek sewer improvements. PCRSD would also control the other assets of the Parkville sewer utility including the treatment plant, pump stations, and collection system. Effectively the City of Parkville would cease to provide sewer services and transfer that responsibility to PCRSD. PCRSD hopes to achieve operational efficiencies by consolidating the two systems.

Many questions need to be answered before a contract can be drafted and presented to both governing bodies for consideration. A Memorandum of Understanding (MOU) is proposed that outlines the general terms of the transfer concept and the obligations of both parties necessary for negotiating an agreement. Adoption of the MOU is an expression of the Board's desire to fully evaluate this concept and financing structure. It is not legally binding on either party, but the MOU indicates a willingness to enter into good faith negotiations toward crafting a mutually beneficial agreement.

The MOU requires the City to perform a cost-benefit analysis of the transaction to determine the possible advantages and disadvantages for sewer customers. Staff requested a proposal from the City's Financial Advisor, Springsted, Inc., to assist the City with this analysis. Springsted has an entire utility and special districts division that specializes in rate studies, financial projections, cost-benefit analyses, and related services for public utilities. Springsted, through its lead consultant Nick Dragisich, would help the City value the sewer utility and evaluate various financing options to facilitate negotiations with PCRSD.

BUDGET IMPACT:

Springsted's work will be billed hourly for a maximum not-to-exceed fee of \$13,500 including expenses. The MOU obligates PCRSD to reimburse the City for 50% of the cost of the cost-benefit analysis upon successful execution of an agreement. If negotiations are unsuccessful or the Board of Aldermen rejects the agreement, the City is responsible for the full cost. Both parties anticipate legal fees associated with negotiations and drafting agreement(s). Each party will be responsible for its own legal expenses. Per the terms of the City Attorney engagement letter, this work will be billed at a blended rate of \$300 per hour for specialty legal work. All costs are recommended to be paid from the Sewer Utility Fund (30).

Note: As a matter of disclosure, Stinson Leonard Street also represents the Bank of Blue Valley, one of the property owners within the Brush Creek NID. The City Attorney has evaluated this potential conflict and determined that Stinson can impartially represent the City on this project. If Board members have questions or concerns regarding this issue, a motion should be made to convene into executive session for the purpose of discussing matters involving attorney-client privilege.

ALTERNATIVES:

1. Approve a Memorandum of Understanding with the Platte County Regional Sewer District for the transfer of the Parkville Sewer Utility; and authorize the City Administrator to expend up to \$13,500 for financial advisor services related to the MOU.
2. Approve the MOU with modifications requested by the Board of Aldermen.
3. Do not approve the MOU.
4. Table the item.

STAFF RECOMMENDATION:

Approve a Memorandum of Understanding with the Platte County Regional Sewer District for the Sale of the Parkville Sewer Utility; and authorize the City Administrator to expend up to \$13,500 for financial advisor services related to the MOU. Per the terms of the MOU, staff also requests that the Mayor and Board appoint a small committee to work with the City Administrator during the negotiation process to help develop a final recommendation for the Board of Aldermen.

SUGGESTED MOTION:

Approve a Memorandum of Understanding with the Platte Regional Sewer District for the Sale of the Parkville Sewer Utility; and authorize the City Administrator to expend up to \$13,500 for financial advisor services related to the MOU; and appoint the City Administrator, Mayor and Aldermen _____ and _____ to serve on a committee to oversee negotiations.

POLICY:

The Board of Aldermen must approve all agreements for the sale or use of city-owned property.

ATTACHMENTS:

1. Executive Summary – Memorandum of Understanding
 2. Memorandum of Understanding
 3. Springsted Materials
 - a. Proposal for Financial Analysis
 - b. Nick Dragisich Resume
 - c. References
-

Executive Summary

MEMORANDUM OF UNDERSTANDING between the Platte County Regional Sewer District and the City of Parkville With Respect to the Parkville Sanitary Sewer Utility

Background: A memorandum of understanding (MOU) is a non-binding commitment of one or more parties and does not constitute a formal obligation. An MOU is often the first stage in the development of a binding agreement and outlines a process to follow during contract negotiations.

Purpose: By adopting the MOU, the Board of Aldermen expresses its intent to (1) fully evaluate the pros and cons of transferring its sewer utility to the Platte County Regional Sewer District; and to (2) work in good faith to negotiate a mutually beneficial binding agreement.

Timeline: Both parties desire to execute an agreement on or before June 1, 2014.

General Terms:

1. Legal Analysis – Both parties will appoint attorneys to determine the best legal avenue to effectuate the transfer. This work will be done on or before March 15, 2014. Based on the legal analysis, there will be a “go or no-go” decision to proceed with the other work outlined in the MOU.
2. Considerations – The MOU identifies numerous issues that will have to be evaluated and addressed in a binding agreement, including the following:
 - a. Fair purchase/transfer price.
 - b. Provisions to retire the City’s existing sewer debt.
 - c. PCRSD assumption of all sewer responsibilities including maintenance, inspection, repair, replacement, operation, etc.
 - d. Provisions to complete sewer improvements planned in the City’s Capital Improvement Program.
 - e. Rate adjustments (if any) and their fair application to all customers.
 - f. Parkville representation on the PCRSD Board of Directors.
3. Cost-Benefit Analysis – Parkville will perform a cost-benefit analysis to establish the net value of the sewer utility, financing options, and the potential impacts to Parkville sewer customers. PCRSD will reimburse the City for half of the cost of the analysis if a binding agreement is executed.
4. Responsibilities – The MOU outlines various assignments for both PCRSD and Parkville to compile and share information to assist in negotiations.
5. Oversight - Both parties agree to appoint a committee of staff and elected officials to oversee negotiations.

MEMORANDUM OF UNDERSTANDING
between the
Platte County Regional Sewer District and the City of Parkville
With Respect to the Parkville Sanitary Sewer Utility

This Memorandum of Understanding ("MOU"), is made and entered into this 18th day of February, 2014 (the "Effective Date"), is by and between the Platte County Regional Sewer District, a political subdivision organized and existing under the laws of the State of Missouri, ("PCRSD"), and the City of Parkville, a Missouri city of the fourth class (the "City"), collectively referred to as the Parties; and

WHEREAS, PCRSD currently provides sanitary sewer services to portions of Parkville and Platte County; and

WHEREAS, PCRSD desires to expand its service area in order to more efficiently provide sewerage services throughout the region; and

WHEREAS, the City currently operates a sanitary sewer utility, including without limitation a sewer plant and collection system with seven lift stations (collectively, the "Sanitary Sewer System"); and

WHEREAS, on November 27, 2006, the City and PCRSD executed a Cooperative Agreement for the development and construction of certain sanitary sewer improvements within the Brush Creek Drainage Neighborhood Improvement District (the "NID"), as described in more detail on Exhibit A attached hereto, which improvements are part of the Sanitary Sewer System; and

WHEREAS, the sanitary sewer improvements within the NID were financed by the City with limited general obligation renewal temporary notes (Series 2013B) in the amount of Four Million Nine Hundred Thirty Five Thousand and No/100 Dollars

(\$4,935,000.00) (collectively, the "Notes"); and

WHEREAS, PCRSD desires to enter into a transaction or transactions with the City whereby the benefits and burdens of ownership and control of the Sanitary Sewer System can be legally transferred by the City to PCRSD, be it by sale, lease, management agreement, or otherwise, as hereinafter set forth (such transaction or transactions, a "Sewer System Transfer"); and

WHEREAS, the City desires to retire the outstanding debt related for the NID evidenced by the Notes; and

NOW, THEREFORE, in consideration of the premises and of the agreements set forth hereinafter, PCRSD and City hereinafter outline certain principal terms and conditions under which the undersigned are willing to proceed with discussions relative to a Sewer System Transfer.

1. Negotiations in Good Faith. The Parties will attempt in good faith to negotiate and reach a binding and definitive agreement with respect to the effectuation of a Sewer System Transfer (a "Definitive Agreement").
2. Legal Analysis. PCRSD and the City will collectively evaluate prior to March 15, 2014, the legal avenues to effectuate a Sewer System Transfer, with a goal of effectuating the intent of this MOU, and transferring all benefits and obligations with respect to the ownership and operation of the Sanitary Sewer System to PCRSD in compliance with federal, state and local laws. Each Party will independently bear the cost of their separate legal counsel with respect to such evaluations.

3. Purchase Price; Financing. The Parties shall enter into good faith negotiations regarding the purchase price for the Sanitary Sewer System. Such discussions shall be had with an understanding that any Definitive Agreement will include provisions for the retirement of existing sewer utility debt including the 2003 lease purchase for waste water treatment plant upgrades and the 2004 State Revolving Fund (SRF) Loan. In addition, PCRSD and City agree to collaboratively determine the most advantageous financing mechanism to accommodate the Sewer System Transfer and payment of the negotiated purchase price. PCRSD and City will rely on their mutual bond counsel, Gilmore & Bell, P.C., to assist with determining the financing mechanism.

4. General Terms. If the sale, or an acceptable alternative arrangement such as a lease or management contract, is found to be legally permissible, the Parties agree that negotiations will proceed based on the following objectives and, if at any time it becomes apparent that one or more of the objectives cannot be accomplished, negotiations will terminate:

a. At the closing of any Sewer System Transfer, PCRSD will assume responsibility for the Sanitary Sewer System in its entirety, including but not limited to, maintenance, inspection, repair, replacement, operation, regulatory and other legal compliance, billing, and customer service.

b. Any PCRSD rate adjustments associated with the terms of the Sewer System Transfer will be applied uniformly and in a non-

discriminatory manner applicable to all PCRSD customers, and not just those within the NID or the City of Parkville.

c. PCRSD will recommend to the Platte County Board of County Commissioners that the Mayor of Parkville, or his/her designee, will be appointed to the Board of Directors of PCRSD upon final execution of the Definitive Agreement.

d. The Parties desire to complete negotiations and execute a Definitive Agreement on or before June 1, 2014. It is anticipated that the Sewer System Transfer shall be effectuated on January 1, 2015.

e. PCRSD will reimburse the City an equal share of a financial cost-benefit analysis of the transaction upon execution of a Definitive Agreement for the Sewer System Transfer.

5. Responsibilities of the City. To facilitate good faith negotiations, the City shall, subject to Section 7(a):

a. Provide PCRSD with a current count of Parkville sewer utility customers.

b. Provide PCRSD with the City's current operations and management agreement with Alliance Water Resources for the Wastewater Treatment Plant.

c. Provide PCRSD with a copy of the City's Cooperative Agreement with the City of Kansas City, Missouri, for sewer services.

- d. Provide PCRSD with the debt schedules of outstanding sewer utility debt.
 - e. Provide PCRSD with an electronic copy of the City's 2014 Budget.
 - f. Provide PCRSD with an electronic copy of the City's six-year Capital Improvement Program for the sewer utility.
 - g. Complete an inventory of all City-owned the Sanitary Sewer System that would be subject to the Sewer System Transfer, including but not limited to, the Wastewater Treatment Plant, lift stations, collection lines, land, fixtures, and equipment.
 - h. Complete a cost-benefit analysis to determine the advantages and disadvantages to Parkville customers of the Sewer System Transfer.
 - i. Provide appropriate notification to the Riss Lake Community Association, Inc. ("HOA") that the City will discontinue Grinder Pump billing and collections on the HOA's behalf upon completion of the Sewer System Transfer.
 - j. Appoint a committee of City officials and legal representation to oversee negotiations and reach consensus on a recommendation to the Parkville Board of Aldermen for a Definitive Agreement.
6. Responsibilities of PCRSD. To facilitate good faith negotiations, PCRSD agrees to the following, Subject to Section 7(a):

- a. Conduct an analysis to determine the advantages and disadvantages to current and future Parkville and PCRSD customers of the Sewer System Transfer, including but not limited to, efficiencies gained by combining assets and the ability to accommodate future demand through growth.
- b. Propose a schedule for completing after the Sewer System Transfer those sewer improvements planned in the Parkville Capital Improvement Program, which schedule shall be incorporated into and made a post-closing obligation under the Definitive Agreement.
- c. Conduct a rate analysis to determine any desirable rate structure adjustments following execution of a binding Definitive Agreement, including but not limited to a commercial treatment rate for PCRSD customers.
- d. Appoint a committee of PCRSD officials and legal representation to oversee negotiations and reach consensus on a recommendation to PCRSD Board of Directors for a Definitive Agreement.

7. General.

a. This MOU is not intended to establish a binding contract between the undersigned, and is not intended to establish binding obligations on either of the undersigned. It is understood that the terms and conditions outlined above do not constitute an offer by either of the undersigned to enter into any agreement, and do not obligate either of the undersigned to proceed with negotiations or

completion of definitive contract documentation. It is further understood that refinements and modifications of the terms and conditions above and other material terms and conditions may be requested by either or both of the undersigned if discussions do progress. This MOU simply affords a broad outline for promoting and, at least initially, focusing those additional discussions.

b. The validity, legality and matters relating to the interpretation of this MOU shall be governed by the laws of the State of Missouri.

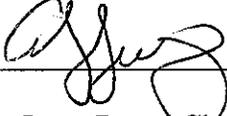
c. This MOU shall remain in effect until amended or terminated by written agreement of the parties.

d. Nothing contained in this MOU is intended to confer personal liability upon any officer, director, employee or agent of either party. This MOU is not intended to be a legally binding contract but only a statement of the past practice and present intentions of the parties and it shall be subject to revision by the parties from time to time as circumstance change. The parties agree to construe and interpret this MOU to consider changes in a spirit of cooperation to facilitate achievement of their common goal of facilitating the Sanitary Sewer Transfer of the Sanitary Sewer System to PCRSD and the retirement of the Brush Creek Drainage Neighborhood Improvement District debt evidenced by the Notes.

e. Funding for related costs is contingent upon the availability of funds and their appropriation through PCRSD and the City.

IN WITNESS WHEREOF, the parties herein have executed this MOU as of the
Effective Date.

Platte County Regional Sewer District



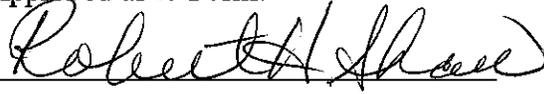
Aaron Jung, Board Chairman

Attest:



Shawn Burns, Board Secretary

Approved as to Form:



Robert H. Shaw, PCRSD Attorney

City of Parkville

James C. Brooks, Mayor

Attest:

Melissa McChesney, City Clerk

EXHIBIT A

BILL NO. C/A 187

ORD. NO. C/A 187

AN ORDINANCE AUTHORIZING A COOPERATIVE AGREEMENT BETWEEN THE CITY OF PARKVILLE AND THE PLATTE COUNTY REGIONAL SEWER DISTRICT IN CONNECTION WITH THE BRUSH CREEK DRAINAGE AREA NEIGHBORHOOD IMPROVEMENT DISTRICT.

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

Section 1. The mayor is hereby authorized and directed to sign the Cooperative Agreement, attached hereto and incorporated herein by reference, between the City of Parkville and the Platte County Regional Sewer District for development, construction and maintenance of sanitary sewers in the Brush Creek Drainage Area Neighborhood Improvement District.

Section 2. This agreement shall be effective when both parties have signed it.

PASSED and APPROVED this 7th day of November 7, 2006.



ATTESTED:

Kathryn A. Dusenbery
Mayor Kathryn A. Dusenbery

Claudia Willhite
Assistant City Clerk Claudia Willhite

COOPERATIVE AGREEMENT

THIS COOPERATIVE AGREEMENT, dated as of November 27, 2006, (the "Agreement") between PLATTE COUNTY REGIONAL SEWER DISTRICT, a political subdivision organized and existing under the laws of the State of Missouri ("PCRSD"), and THE CITY OF PARKVILLE, MISSOURI, a political subdivision organized and existing under the laws of the State of Missouri (the "City"):

WITNESSETH:

WHEREAS, the PCRSD and the City are authorized pursuant to Section 70.210 to 70.320 of the Revised Statutes of Missouri, as amended, to contract and cooperate with each other and with any private corporation for the planning, development, construction, acquisition or operation of any public improvement or facility within the scope of their individual powers; and,

WHEREAS, the PCRSD and the City desire to cooperate in the development and construction of certain sanitary sewers in the City of Parkville as herein provided; and

WHEREAS, the City has approved a Neighborhood Improvement District (NID) upon receipt of a Petition from the owners of not less than two-thirds of the property in the NID, which lies within Brush Creek Drainage Area, as set forth in Chapter 67 of the Missouri Revised Statutes; and

WHEREAS, the City will issue Neighborhood Improvement District Bonds in the amount of \$3,865,000 to finance the sanitary sewer improvements;

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein contained, PCRSD and the City covenant and agree as follows:

Section 1. Construction of Improvements. City shall construct sanitary sewer improvements in an area defined by Parkville City Ordinance 2275 as the Brush Creek Drainage Neighborhood Improvement District within the City of Parkville and will own all improvements until the City makes final transfer to PCRSD. The improvements are generally defined as the gravity sewer pipes, manholes, force main pipe, the pump station, structures, equipment, valves, electrical systems, and other appurtenances, as well as the real property upon which the pump station is located.

Section 2. Financing of Improvements. The above-described improvements identified in Parkville Ordinance No. 2276 shall be financed by City issuing Neighborhood Improvement District Bonds, the estimated cost of said improvements being \$3,865,000.

Section 3. Requirements and Obligations of City.

a. The City shall solicit bids for the work to be performed and shall enter into a construction contract with the lowest qualified bidder, who in order to be a successful bidder must provide a three year performance and maintenance bond in accordance with PCRSD project requirements.

b. The City shall collect annual assessments from all properties located within the Neighborhood Improvement District for the Brush Creek watershed to repay the Neighborhood Improvement District Bonds sold to fund the construction of the improvements.

c. In consideration of all services performed by PCRSD under this Agreement, City will pay \$1.00.

d. Sewer users who are geographically located within the City and the Brush Creek watershed, who connect to the infrastructure improvements and were sewer customers of PCRSD prior to this Cooperative Agreement, and are connected to the infrastructure improvements due to the elimination of pump stations shall not be charged a connection fee by the City nor will the City require a fee to be paid by PCRSD.

e. The City will transfer ownership of the improvements to PCRSD after the bonds used to fund the improvements are retired, unless a separate agreement to extend City ownership is reached by the City and PCRSD.

f. The City will furnish the necessary legal descriptions of the land and easements to construct all improvements.

g. At no time shall the City approve development within the watershed which would cause the average daily flow to the wastewater treatment facility to exceed the permitted flow of that treatment facility.

Section 4. **Requirements and Obligations of PCRSD.**

a. Once the improvements have been constructed and commissioned, PCRSD will operate and maintain the improvements including all wastewater pumping stations.

b. The operational and maintenance costs for the improvements will be the responsibility of PCRSD. All costs associated with operation, maintenance, and repairs will be paid through the use of user charges and from reserves.

c. PCRSD will provide expansion to the wastewater treatment facility as required by ongoing development within the watershed area. Any expansion of capacity must be within the financial capability of PCRSD.

d. PCRSD will collect an impact fee from each new user to cover the cost of building, expanding and improving PCRSD's wastewater treatment facility.

e. Before construction commences, PCRSD has the obligation to disclose to the City and all property owners within the Neighborhood Improvement District all fees and user charges to be paid within the Brush Creek watershed and no fees or user charges shall be placed into effect until notice to the City and property owners within the Neighborhood Improvement District has been made.

f. Prior to the time of transfer of ownership of the improvements from the City to PCRSD, PCRSD will not create any additional fees for users within the watershed without first providing notice of the proposed fees to the City.

g. PCRSD will not issue any sewer connection permit to any users who remain in an unincorporated area until that user or developer has paid the City of Parkville the connection fee for each lot/user as properly evidenced by a receipt from the City.

h. PCRSD will accept and treat wastewater that is conveyed by the constructed sewer system in the Brush Creek watershed and all such costs for wastewater treatment will be paid by user fees.

i. PCRSD will acquire the easements and lands that are associated with the improvements. These efforts include negotiations with property owners, and subsequent condemnation proceedings if negotiations are unsuccessful. PCRSD will work with the City to obtain the probable costs of easement acquisition before the project commences, so the City may include these probable costs into the financial analysis the City will prepare for the formation of the Neighborhood Improvement District.

Section 5. Requirements and Obligations of All Parties to Agreement.

a. All construction improvements made pursuant to this Agreement shall have the acceptance of both of the parties to this Agreement, the City and PCRSD, and no transfer shall take place until PCRSD has provided written acceptance of the improvements. PCRSD shall be allowed to inspect construction.

b. All easements obtained for the construction of these improvements shall be granted jointly to the City of Parkville and PCRSD. Costs of acquisition by PCRSD of the easements and lands required under this Agreement shall be included for payment within the bond proceeds generated for the Neighborhood Improvement District.

c. The City and PCRSD may require additional revisions after the execution of this Agreement to ensure that the proposed facilities are readily expandable and will serve the future growth interests of the City and the Brush Creek Watershed.

d. The final design of the project and all bidding documents prepared by the City will meet the minimum standards of and be approved by all parties to this Agreement.

e. Until the City transfers ownership of the improvements to PCRSD, sewer users who are outside the Neighborhood Improvement District and are within the

unincorporated area of Platte County who connect to the improvements within the watershed, will pay the City a "connection fee" in accordance with Ordinance No. 2277 attached hereto as Exhibit A. For any newly platted developments that lie outside the City limits, the connection fee for each platted lot/user will be paid at the time of final platting and this will reserve capacity for each lot/user. Should any development annex into the City, either voluntarily or involuntarily, the prepayment of any connection fee will not be required and each user will pay the connection fee at the time a connection permit is issued.

Section 6. **Term of Agreement.** This Agreement shall become effective upon its execution by both parties to the Agreement and shall remain in force until City transfers ownership of the improvements to PCRSD.

Section 7. **Access to Records.** The City and PCRSD agree that both parties shall have full access to each other's records pertaining to the construction and maintenance described in this Agreement. This includes records of funds, bond repayments and reserve accounts used to finance the improvements discussed herein.

Section 8. **Compliance with Applicable Codes, Maintenance and Repairs.** The City will take all steps necessary to assure that the constructed improvements comply with all applicable building codes, public work codes, zoning and subdivision regulations and orders.

Section 9. **Representations and Warranties of the City.** The City makes the following representations and warranties:

a. **Power and Authority.** The City is a corporate and political body lawfully existing and in good standing under the laws of the State of Missouri and has the authority and power to enter into this Agreement and the execution and delivery of this Agreement and the performance and observance of this Agreement in the State of Missouri by the City have been duly authorized by all necessary actions.

b. **No Conflicts.** Nothing herein agreed to by the City will conflict with or result in a breach of the terms and provisions of any existing law, rule, regulations or order of any court or governmental body applicable to the City and the City is not a party to any contractor agreement conflicting with its obligations under this Agreement.

c. **No Contract Defaults.** The City is not in default on any contracts or agreements to which it is a party which materially affects or will materially and adversely affect the City's ability to perform its obligations hereunder.

d. **No Litigation, Etc.** There are no claims, suits or other proceedings threatened or pending against the City which materially affect or could reasonably be expected to materially and adversely affect the City's ability to perform its obligations hereunder.

Section 10. **Representations and Warranties of PCRSD.** PCRSD makes the following representations and warranties.

a. **Power and Authority.** PCRSD is a corporate and political body lawfully existing and in good standing under the laws of the State of Missouri and has the authority and power to enter into this Agreement and the execution and delivery of this Agreement and the performance and observance of this Agreement in the State of Missouri by PCRSD have been duly authorized by all necessary actions.

b. **No Conflicts.** Nothing herein agreed to by PCRSD will conflict with or result in a breach of the terms and provisions of any existing law, rule, regulations or order of any court or governmental body applicable to PCRSD and PCRSD is not a party to any contractor agreement conflicting with its obligations under this Agreement.

c. **No Contract Defaults.** PCRSD is not in default on any contracts or agreements to which it is a party which materially affects or will materially and adversely affect PCRSD's ability to perform its obligation hereunder.

d. **No Litigation, Etc.** There are no claims, suits or other proceedings threatened or pending against PCRSD which materially affect or could reasonably be expected to materially and adversely affect PCRSD's ability to perform its obligations hereunder.

Section 11. Notice Provisions. Unless otherwise indicated, all notices, waivers and consents required or permitted pursuant to this Agreement shall be in writing and shall be deemed to have been duly given if personally delivered, sent by verifiable facsimile, mailed by certified or registered mail, or by a recognized overnight courier delivery service, postage pre-paid, such notice, waiver or consent must be given:

To the City: City Clerk
 1201 East Street
 Parkville, Missouri 64152

To PCRSD: Executive Director, Chuck Reineke
 414 State Route 273
 Tracy, Missouri 64079

All copies to the applicable person or entity designated above to receive copies shall be given in the same (or other permitted) manner as the original notice, waiver or consent, and such giving shall be a prerequisite to the effectiveness of the original. Notices, waivers and consents given by any of the above methods shall be deemed given the day actually received at such party's, person's or entity's stated address or facsimile number regardless of when such party, person or entity shall personally receive the same. This section shall not limit the effective method of giving such notices, waivers or consents. Any party, person or entity by written notice to the others may change the address or facsimile number for receipt of said notices, waivers and consents.

Section 12. Additional Provisions. The obligations and benefits arising under this Agreement cannot be conveyed, transferred or assigned by either party without the written permission of the other party; this agreement has been executed, negotiated, accepted and agreed to in Missouri and shall be governed by the laws of this state; the headings of this Agreement are

for convenience only; should any part of this agreement be found to be illegal or in conflict with any law, then the validity of the remaining provisions shall not be affected; this Agreement represents the entire agreement of the parties relating to the subject matter covered herein and this Agreement supersedes any prior written or oral agreement; this Agreement shall be amended only by writing; this Agreement may be executed in two or more counterparts without all parties executing the same agreement and such multiple counterparts shall constitute one agreement.

IN WITNESS WHEREOF, the parties have caused their seals and signatures to be affixed upon the day and date first above written.

CITY OF PARKVILLE

ATTEST:

Claudia Willhite
Assistant City Clerk Claudia Willhite

By: Kathryn A. Dusenbery
Mayor Kathryn Dusenbery

PLATTE COUNTY REGIONAL SEWER DISTRICT

ATTEST:

Brenda Heuton
Name:
Title:

By: Chuck Reineke
Chuck Reineke, Executive Director

City of Parkville, Missouri

Assist With Sale of Sewer Utility

Work Plan

January 2014

Objective(s)

The purpose of this project is to assist the City in evaluating the potential sale of its sanitary sewer utility to the Platte County Regional Sewer District. The scope of work includes evaluating the value of the City's sewer assets, provide a cost/benefit analysis of the potential sale under various terms that includes consideration of existing outstanding debt, and provide recommendations regarding the pros and cons of selling the sewer utility. Our approach is described in the tasks below.

Task I - Develop Net Value of Sewer Utility and Financing Options

- Develop net value of sewer utility
 - Asset valuation based on City's asset database
 - Less all outstanding debt and other liabilities
- Develop alternative financing mechanism for the sale of the sewer utility to the Platte County Regional Sewer District to facilitate discussions between the City and the Sewer District
 - Revenue Bond
 - City Financing
- Develop potential impact on sewer utility rates to City residents assuming the Platte County Regional Sewer District spreads cost of acquiring City sewer assets over its entire revenue base
- Develop overall cost and benefits to City of transferring sewer utility assets to the Platte County Regional Sewer District
 - Including impact of the Sewer District taking over the City's sewer debt

Task II - Review Preliminary Cost Benefit Analysis

- Review preliminary cost benefit analysis with City. Based on this review, Springsted will modify or change the analysis incorporating the City's changes in the final analysis as appropriate

Task III - Prepare and Present Findings

- Springsted will prepare a Report of Findings that will contain our findings and conclusions.
- Springsted will present the Report of Findings to the City in a workshop setting. We will provide 15 copies of the Report and an electronic copy in PDF format.

Expectations

In order to conduct this study the City of Parkville will need to identify individual(s) to serve as a primary contact. This person will be responsible for gathering accurate and timely information necessary to complete the analysis and to assist in arranging meetings.

Compensation

We propose to complete the work, as described in this proposal, billed at our standard hourly fees not to exceed a total of \$12,000. These fees do not include miscellaneous expenses; these are largely for travel and transportation related costs if needed. Miscellaneous expenses will not exceed \$1,500 and they will be itemized separately on the invoice.

We will complete this portion of the work within 30 days of receiving the notice to proceed and all necessary information is made available to Springsted. This schedule does not anticipate any unforeseen delays or other circumstances that would result in a later completion date. Should any unforeseen delays or circumstances arise, Springsted can draw on its staff of 65 professionals to keep the project on schedule to the greatest extent possible.

Springsted would invoice the City for work upon completion.

Additional Work

Should the City of Parkville request and authorize additional work outside the scope of services described in this proposal or additional revisions beyond those agreed upon at the discussion and review of the draft report, we would invoice the City at our standard hourly fees, which are provided bellow.

2014 Hourly Fees

Hourly Rates	
Principal & Senior Officer	\$220
Officer & Project Manager	\$195
Senior Associate	\$155
Associate	\$145
Support Staff	\$65

Nicholas R. Dragisich
*Executive Vice President
Consultant*

Mr. Dragisich is the leader of Springsted's Management Consulting Services Division. As a Consultant, he performs management studies for clients in areas that include long-range financial planning, financial feasibility, utility rates, capital improvement planning, executive search, organizational management and debt management.

Prior to joining Springsted, Mr. Dragisich served in three government management positions. Most recently for the City of Spokane, Washington, he served as Assistant City Manager where he managed a staff of approximately 1,000 and a budget of approximately \$176 million. While in Spokane, Mr. Dragisich restructured the Operations Division to increase efficiency and responsiveness to customers' needs. The Operations Division encompassed Capital Programs Planning/ G.I.S. Engineering Services, Real Estate, Building Codes, Environmental Programs, General Services, Planning, Solid Waste Collection and Recycling, Transportation, Wastewater and Stormwater management, and Water and Hydroelectricity. He also served as City Administrator for the City of Virginia, Minnesota for approximately ten years where he managed all City services including oversight responsibility for the Virginia Regional Medical Center and the Department of Public Utilities and as City Engineer for 13 years.

Not only does Mr. Dragisich have several years of public finance and management experience, he also has over 20 years of experience in engineering. He has served as a Project Engineer for a private firm in Northern Minnesota where he managed the design and construction of projects for municipal and private sector clients.

Education

University of St. Thomas, Minneapolis, Minnesota
Master of Business Administration
University of Minnesota, Minneapolis, Minnesota
Bachelor of Science Civil Engineering
Institute of Applied Management and Law
Employee Labor Relations Law Course
National Development Council
Economic Development Professional Course
Minnesota Board of Water and Soil Resources
Delineation of Wetlands in Minnesota

Affiliations

International City/County Management Association
Minnesota City/County Management Association
Minnesota Government Finance Officers Association
American Society of Civil Engineers
American Public Works Association
Water Environment Federation

Professional

Registered Professional Engineer in Minnesota and Washington

Springsted References Utility Analysis

City of Lincoln, Nebraska

Review of Rural Water District #1 Municipal Annexation Fees

Mr. Marvin S. Krout
Director of Planning
555 S 10th St, Suite 213
Lincoln, NE, 68508
Phone: 402.441.7491
mkrou@lincoln.ne.gov

The City of Lincoln is the capital of Nebraska and the seat of Lancaster County. Located in the southeast Nebraska, the City encompasses an area of 90.48 square miles and has a population of 258,379 according to the 2010 census. Lincoln is also the county seat of Lancaster County and the home of the University of Nebraska. Forbes magazine ranked Lincoln the 9th most livable city in America in 2010 and MSNBC ranked Lincoln the 33rd best place to raise a family in 2011.

Springsted Incorporated was retained to assist the City of Lincoln in reviewing the fees charged by Rural Water District #1 (RWD) for parcels annexed by the City of Lincoln. The work included an evaluation of RWD's methodology for calculating the amount it currently charges to determine the equity of the charge as it relates to the value of the asset investment by RWD and the financial impact resulting from the annexation. Prior to June of 2009, the RWD charged a fee of \$5,000 for every 20 acres of unimproved land or each dwelling unit that was annexed and provided with water services from the City. This annexation fee was to compensate the RWD for their potential lost revenues. Beginning in June of 2009 the RWD adopted a Policy Regarding Municipal Annexation that established the annexation fee in an amount that when invested by the RWD will provide a stream of monthly revenue equal to the monthly revenue they would have received from a new residential customer based on their most recent audited financial statement over a period equal to the term of any outstanding and unpaid bonded indebtedness owed to the United States Department of Agriculture (USDA). The policy sets the annual investment interest rate at 3% for the investment of the annexation fee. The annexation fee for 2009 was set at of \$12,174.93 based on this policy. Our analysis determined the value of a lost customer to be in the range of \$3,636 to \$4,786. In addition, we pointed out the RWD's policy failed to recognize the value of the upfront payment of this fee to the RWD.

Metropolitan Council Environmental Services

St. Paul, Minnesota

Blue Lake WWTP Solids Processing Analysis

Mr. Jason Willett, Finance Director
390 North Robert Street
St. Paul, Minnesota 55101
612.602.1196

Metropolitan Council Environmental Services (MCES) is an operating division of the Metropolitan Council, a regional public agency serving the seven county metropolitan area of Minneapolis and St. Paul. MCES provides wastewater service to 104 communities, which comprise 90 percent of the area's population. It operates and maintains approximately 600 miles of regional sewers that collect wastewater from 5,000 miles of sewers owned by the 104 communities and treats approximately 300 million gallons of wastewater daily at eight regional treatment plants.

The Metropolitan Council of Environmental Services (MCES) engaged Springsted Incorporated to provide an opinion as to the probable value of the New England Fertilizer Company (NEFCO) contract to provide solids processing services for the Blue Lake Solids Processing Program. NEFCO's obligations under this contract include an asset guarantee as well as operational responsibilities. We determined the net present value of NEFCO's asset replacement guarantee portion of the contract based on the useful lives of the assets at the plant and their probability of failure based on the concept of mean-time-between-failure. The net present value of NEFCO's other obligations under the contract for sludge processing, operating and maintenance costs, management and support costs, and business interruption were determined based on actual sludge volumes processed and other comparable operating criteria. MCES used our analysis to compare the NEFCO contract with a proposal from its staff for the operation of this facility. Our analysis resulted in a cost savings to MCES of approximately \$5 million.

CITY OF PARKVILLE

Policy Report

Date: February 11, 2014

Prepared By:

Sean Ackerson
Assistant City Administrator /
Community Development Director

Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

An ordinance employing Ms. Kelly Yulich as the part-time Community Development Department Assistant.

BACKGROUND:

Community Development and Public Works have previously shared a full-time assistant, but following review with the prior assistant and discussion internally, it was determined that due to training requirements and the diversity of job duties, both departments would be better served by individual part-time assistants. As such, the 2014 budget included funds to hire a part-time Community Development Department Assistant.

Following interviews, staff recommends hiring part-time receptionist, Kelly Yulich to fill the position. Ms. Yulich was hired by the City in March 2013 as one of two part-time receptionists and has served the City well in that capacity. In the period following the prior department assistant returning to college, Kelly has assisted with departmental duties periodically. Through that work she became interested in the position and has demonstrated the necessary skills and capability to execute the fundamental duties of the position.

Hiring Ms. Yulich will create a vacancy in her current position. If approved as recommended, the part-time receptionist vacancy would be advertised in the coming weeks with intent to fill the position in March. In the interim, Ms. Yulich would work from the reception desk as needed to minimize disruption.

BUDGET IMPACT:

This is a budgeted position and the proposed hours and hourly rate are within the budgeted amount (approximately \$17,000 annually with approximately \$14,700 in 2014 due to vacancy).

ALTERNATIVES:

1. Approve the hiring ordinance as proposed.
2. Approve the hiring ordinance subject to stated changes.
3. Table this item for future consideration.

STAFF RECOMMENDATION:

Approve the attached ordinance and hire Kelly Yulich as the part-time Community Development Department Assistant.

POLICY:

The Board of Aldermen must approve all hiring by ordinance.

SUGGESTED MOTION:

I move that Bill No. 2760, an ordinance hiring Kelly Yulich as the part-time Community Development Department Assistant be approved for first reading.

I move that Bill No. 2760 be approved on first reading and passed to second reading by title only.

I move that Bill No. _____ be approved on second reading to become Ordinance No. _____.

ATTACHMENTS:

1. Hiring Ordinance
2. Job Description

BILL NO. 2760

ORDINANCE NO. _____

AN ORDINANCE EMPLOYING KELLY YULICH AS THE PART-TIME ASSISTANT FOR THE COMMUNITY DEVELOPMENT DEPARTMENT.

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

SECTION 1. That Ms. Yulich is hired as the part-time Department Assistant for an average of 25 hours per week with compensation of \$13.00 per hour, with performance and compensation to be reviewed annually thereafter in accordance with the City's adopted personnel policy, as may be amended by the Board.

SECTION 2. That Ms. Yulich shall be subject to and shall receive other benefits as applicable to part-time employees in accordance with the City's adopted personnel policy, as may be amended by the Board.

SECTION 3. That Ms. Yulich shall serve at the will of the Board and her employment may be terminated at any time with or without cause.

SECTION 4. This ordinance shall be effective upon passage and approval.

PASSED and APPROVED this 18th day of February 2014.

Mayor James C. Brooks

ATTESTED:

City Clerk Melissa McChesney

CITY OF PARKVILLE JOB DESCRIPTION
Community Development Department Assistant

Title: Part-time Department Assistant **Department:** Community Development (≈21 hrs/week)
Administration-City Clerk (≈4 hrs/week)

Supervisor: Community Dev. Dir. **FLSA Status:** Part-time, Non-Exempt

Salary Range: \$12-\$13 per hour **Schedule:** 25 hours per week scheduled between 8:00
am – 5:00 pm, Monday – Friday, with hours outside
these times as needed. Must attend an evening meeting
the second Tuesday of each month with others as needed.

This description represents a body of work typically performed in this position, but does not necessarily represent all of the duties which may be assigned to the incumbent in the position. The incumbent is responsible for performing miscellaneous duties as needed or assigned.

General statement of main duties: The Department Assistant serves as the primary customer service contact for the Community Development Department (the Department). The Department Assistant provides primary clerical and administrative assistance to the Community Development Director (the Director), including answering phones, processing department mail, filing, processing various permits and licenses, coordinating department meetings and assisting with public correspondence, webpage maintenance and social media, research, reports, document preparation, and other similar duties as assigned. The Department Assistant prepares agendas, packets and other materials for meetings of the Planning and Zoning Commission and the Board of Adjustment and maintains minutes of business conducted by both. The Department Assistant will also help maintain official records for both bodies, as well as for the Department. The Department Assistant will be cross-trained to temporarily fill the role of City Clerk in the absence of the Clerk and to assist with duties as assigned and may assist other departments as assigned.

Minimum Qualifications: The Department Assistant shall have a high school diploma, or equivalent, with experience in Microsoft Word, Excel and Outlook and ability to type at least 40 words per minute. The Department Assistant must be: self motivated; highly organized; have an ability to learn quickly; have excellent clerical, written and verbal communication and customer service skills; be capable of managing multiple responsibilities and deadlines; and have excellent follow through. Some college or a college degree and prior relevant experience preferred.

Essential Job Functions:

1. Answer department phone calls and answer basic questions or direct the call to the appropriate staff (daily)
2. Check and distribute department mail (daily)
3. File and maintain electronic and printed records (daily)
4. Provide general clerical assistance, including typing, proof-reading, copying, scanning, corresponding and similar to the Director (daily)
5. Communicate progress with the Director (daily)
6. Meet with the Director to coordinate schedules and duties (weekly)
7. Process applications and permits prior to and post approval (weekly)
8. Assist the Director with scheduling, billing, contract compliance and similar duties (weekly)

9. Coordinate Planning and Zoning Commission and Board of Adjustment meetings agendas and related packet materials (monthly)
10. Take roll and minutes at Planning and Zoning Commission and Board of Adjustment meetings (monthly)
11. Research topics and issues and prepare summaries as directed. (as needed)
12. Coordinate, setup for and clean up after department meetings (as needed)
13. Attend department meetings and take notes or minutes (as needed)
14. Assist with drafting policy reports, ordinances and minutes (as needed)
15. Assist the City Clerk with Board of Aldermen packet preparation, taking meeting minutes and other related duties (as needed)
16. Perform other related duties as assigned (as needed)

Primary Responsibilities:

- Answer phones and serve as the primary customer service contact for the Department.
- Perform general clerical duties and assist the Director with scheduling, correspondence, reports, research, filing and general organization.
- Communicate effectively with the Director, department employees, members of Planning and Zoning Commission, Board of Adjustment and members of the public.
- Prepare meeting agendas and packets of related information and maintain minutes of all meetings of the Planning and Zoning Commission and Board of Adjustment.
- Assist with requests for public information.
- Collaborate with the Director and department staff to assist in the development and implementation of goals, objectives, policies and priorities.
- Perform related work and special assignments at the direction of the Director.

Required Knowledge, Skills and Abilities:

- Knowledge of record keeping best practices.
- Knowledge of modern office procedures, including skill in the use of office equipment and technology.
- Strong writing skills. Ability to produce grammatically correct and factual written reports, records and correspondence.
- Skill in researching, analyzing and interpreting written material.
- Ability to establish and maintain effective working relationships and use good judgment, initiative and resourcefulness with the public, department employees and other City officials.
- Ability to multi-task and perform with evolving priorities.

Work Environment and Equipment Utilized: Standard office equipment is utilized routinely in the job and the work is performed in a typical office environment with adequate lighting, ventilation and temperature controls.

Employee Signature/Date

Supervisor Signature/Date

City Administrator Signature/Date

CITY OF PARKVILLE

Policy Report

Date: January 29, 2014

Prepared By:

Sean Ackerson
Community Development Director /
Assistant City Administrator

Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

Downtown Master Plan completion

BACKGROUND:

During the summer and fall of 2013, the selected consultant team worked with community members and stakeholders to develop the draft Parkville Downtown Master Plan. Following review and consideration on December 10, 2013, the Planning Commission accepted the draft plan with minor amendments and recommended the Board do the same prior to scheduling a public hearing to adopt a final plan. On December 17, 2013, the Board of Aldermen acknowledged receipt of the master plan, but requested additional time to review and consider the document before taking further action. During the meeting the Board expressed general concerns about the plan and the level of public input and suggested further revision may be necessary.

Since December, City staff has compiled a list of questions and concerns expressed by the Board, Planning Commission or others in the community. These issues general fall into two categories:

1. Issues / concerns for which consensus exists and which can be resolved with amendments.
2. Issues /concerns for which there is no consensus or clear direction.

Issues with apparent consensus

Following is a list of major issues with apparent general consensus. Staff recommends addressing each issue with plan amendments as described. Except as otherwise clarified during the work session, the plan will be revised as suggested.

- Role / use of the plan – Concern was expressed that the plan is binding, commits the city to subsequent action or financing and would prevent proposals that aren't identical to plan recommendations or concepts. It was suggested that renaming the document as a "vision" would help clarify this intent. Staff recommends renaming the document a vision and include language that states the plan is a long-range vision for downtown; is a policy guide to be used to evaluate options; is to be re-evaluated periodically; and does not bind or obligate the City to any specific approvals, financing or other action.
- Executive summary and maps – It was suggested that the plan is lacking an executive summary that ties together all the individual projects for clarity and easy reference. Staff recommends adding an executive summary including a map showing the sum of all the recommendations. This could also serve as a hand out for easy reference.
- 9 Highway improvements – Concern was expressed that the concepts for 9 Highway were intended to reduce traffic on 9 Highway. This was in part based on based traffic studies which showed traffic volumes on 9 Highway had gone down following the 45 Highway improvements. The traffic consultants clarified that the improvement concepts were

designed to improve safety and increase capacity to accommodate future increased traffic volumes. Staff recommends adding language to further emphasize the intent to improve safety while accommodating future traffic increases.

- Financial responsibility – Concern was expressed that the City would be obligated to fund the improvements recommended by the plan or be obligated to use the financing methods recommended. The plan does not obligate the City to finance any improvements or use any specific financing tools. Staff recommends adding language to further emphasize that the City is not committing or obligated to fund the recommended improvements. Rather, the plan is to be used as a guide when evaluating financial priorities, grant opportunities, requests to participate in improvements and similar opportunities.
- Alternative transportation – Concern was expressed that the plan did not emphasize a desire to include improved opportunities for pedestrians, bicycles, golf carts and other alternative means of getting to and around downtown without a vehicle. The plan includes recommendations for sidewalk and trail improvements, road improvements to enhance safety for other means of transportation and several strategies for improving both vehicular and pedestrian conditions in downtown. Staff recommends adding language to clarify this intent.
- Implementation – Concern was expressed that the plan has so many recommendations covering so many areas (transportation, housing, commercial development, rehabilitation, etc.), that implementation seems overwhelming. It is unclear if or how the City would approach implementation. Chapter 4.0 addresses implementation and describes immediate, short-term, and long-term goals for the City to advance the objectives of the plan. No language changes are recommended, but staff acknowledges that implementation must be a subject of future budget and planning discussions among the Planning Commission and Board of Aldermen. Future discussions must occur within the context of other city issues and priorities to determine the level of resources that the Board wants to commit to various elements of plan implementation.

Major issues for which no consensus exists

The following appear to be the primary issues that still lack consensus. Each item will be discussed at the work session so staff can gain direction to move forward and complete the plan.

- Participation – Concern was expressed that: many people, particularly those outside downtown, were not aware of the public meetings or chose not to participate out of apathy or intimidation; public meetings were dominated by a few individuals and the resulting plan is catered to their priorities; and with the exception of the project team, persons with expertise in business, marketing, development and similar were not engaged. It was suggested that additional input be sought and the plan be reconsidered based on the additional input.
- Recommended solutions – Concern was expressed that: the plan recommendations were not new or inventive, but a more polished version of previously discussed ideas that had not been successful; and that the City did not hear from those outside the downtown, yielding the same or similar ideas as in the past. It was suggested that new concepts and strategies be developed and evaluated.
- Train noise – The plan does not include a recommendation to adopt and install a quiet zone or other strategy for train noise. The plan concludes that there was no consensus on this issue and recommends studying the action further. The Planning Commission perceived

the existing language as argumentative against a quiet zone and recommended revisions to make the language neutral and emphasize the need to continue to discuss the issue. Others have suggested that this section be removed altogether or that this section be revised to recommend a quiet zone.

- Multi-family development – Concern was expressed that additional density is needed to support the long-term success of downtown, and that additional opportunities for multifamily redevelopment and infill should be included along FF Highway, West Street, the west side of East Street, south of the tracks or other locations. The plan identifies opportunities for new multifamily uses with redevelopment of the east side of East Street. The plan reflects strong opposition to multi-family uses in certain locations as expressed during public meetings. Although some participants opposed any multi-family development, the majority opposed expanding multi-family uses into existing predominantly single-family neighborhoods, but supported the concept of multi-family uses on the east side of East Street.

BUDGET IMPACT:

All budgeted project funds have been expended. A source would have to be identified for any additional tasks requiring funding.

ALTERNATIVES:

1. Provide direction to amend the existing plan and seek adoption;
2. Provide direction to seek additional input, amend the plan as necessary and then seek adoption;
3. Provide direction to not amend the plan or seek adoption; or
4. Provide other direction.

STAFF RECOMMENDATION:

Staff requests that the Board of Aldermen and Planning Commission give direction as to:

- whether additional input is necessary;
- issues that can be resolved with text amendments;
- issues that cannot be resolved and should be recommended for further study or removed from the plan; and
- any additional steps to complete and adopt the plan or otherwise close the project.

POLICY:

Per 89.340 RSMo, the Planning Commission is responsible for making and adopting city plans for the physical development of the municipality. Per 89.360 RSMo, plans may only be adopted following consideration during a public hearing with notice of the hearing published at least 15 days prior to the hearing date. Upon adoption the Commission is to certify copies to the City Clerk and Board of Aldermen.

Although there is no statutory authority for the Board of Aldermen to adopt city plans, most communities (previously including Parkville) have the governing body adopt city plans to confirm support and in recognition of the limited authority of planning commissions to implement plan recommendations. The City Attorney confirmed support for Board adoption if so desired. He also confirmed that adoption does not bind the Board to any future action.

SUGGESTED MOTIONS:

No action required.

ATTACHMENT:

1. Downtown Master Plan including all appendices – included by reference. Available online at <http://tbf.me/a/QfHN4>

CITY OF PARKVILLE

Policy Report

Date: January 29, 2014

Prepared By:

Sean Ackerson
Community Development Director /
Assistant City Administrator

Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

Highway 45 Corridor Plan Update

BACKGROUND:

Through prior planning efforts, the community identified the desire to improve the appearance of 45 Highway with a preference for a parkway or boulevard appearance as opposed to that of a state highway. The community also identified the desire to see consistency in the corridor regardless of jurisdiction. Accordingly, the City's adopted master plan includes several related goals and objectives including:

- adopting a joint City / County corridor plan and joint development policies and standards;
- adopting design standards for development and highway improvements that create a "boulevard" character;
- addressing issues such as building placement, building design, streetscape, landscaping, and other elements consistent with the character and vision of Parkville;
- enhanced landscaping in the public right-of-way and on private property and integrating natural landscapes and buffers to retain the community's natural appearance; and
- incorporating public and private streetscape and aesthetic improvements along key corridors like 45 Highway.

On November 6, 2012, the Board of Aldermen unanimously approved a memorandum of understanding for a joint City / County 45 Highway Corridor Plan (approved 8 to 0). On May 7, 2013, the Board approved C/A Ordinance 438, authorizing an agreement with Platte County to jointly fund and administer the project and a contract with Gould Evans to provide consulting services on the project (approved 5 to 0 - Lamer, Snyder and Sportsman absent). The executed contract includes developing a vision for corridor improvements and clear and consistent public and private improvement standards. The project does not include revisiting land use projections which have already been adopted by the City and County.

Due to conflicting schedules and other time commitments in 2013, the City and County agreed to delay the project until early 2014. With the exception of previously completed preliminary coordination meetings and corridor analysis, the five month project is scheduled to begin this March and conclude with a final corridor plan in July. Plan adoption and final revisions would follow in August.

Per the approved contract, the project is to be completed in four phases:

- Phase 1 - Corridor Assessment (task previously started)
- Phase 2 – Development Framework
- Phase 3 – Corridor Plan
- Phase 4 – Strategic Implementation

ITEM 7A1

For 2-4-14

Board of Aldermen Meeting

During these phases there are opportunities for input as follows:

- corridor tour – the project consultant, staff and representative city / county officials will tour the corridor – capacity will be determined based on available transportation;
- stakeholder meetings – the project consultant will interview representative stakeholders individually or in groups (depending on the number). Stakeholders to include representative city and county officials, MoDOT, utility providers, representative property owners, residents and developers, and other identified stakeholders;
- steering committee meetings – the project consultant and city staff will meet with a project steering committee during each project phase (four meetings). Staff recommends the steering committee be made of up of representative city and county officials, representative property owners, residents and developers and representatives service providers. The project consultant has recommended 9 to 11 members with equal members appointed by the City and Count with one neutral member (such as MoDOT or a service provider);
- public meeting to review draft vision and design concepts – the project consultant will facilitate a public meeting to review input received to date and discuss resulting preliminary concepts, vision and priorities;
- public meeting to present the revised plan, concepts and recommendation – the project consultant will facilitate a public meeting to present a draft plan and recommendations prior to finalizing the documents for adoption.

BUDGET IMPACT:

The \$40,000 project is being funded jointly by the City and County (\$20,000 each). These funds were obligated and paid to the County in 2013 in accordance with the adopted project agreement. With the exception of ancillary costs for hearing notices and copying the reports, no additional budget impact is projected.

ALTERNATIVES:

No action required.

STAFF RECOMMENDATION:

The corridor tour, stakeholder meetings and the first steering committee meeting will take place in March. In preparation, staff requests that the Aldermen:

- notify the Mayor of your interest to participate;
- submit to the Mayor names of persons you recommend be considered for the steering committee;
- submit to the Mayor names of persons you recommend be included in the stakeholder interviews; and
- submit to staff a list and contact information for any persons you believe should be personally invited to the public meetings (be aware public hearing notices, signage and other forms of notification will be used to notify the general public of the meetings).

POLICY:

Per Parkville Municipal Code Section 110.040, the Mayor, with consent and approval of the Board of Aldermen is to make appointments to advisory committees.

SUGGESTED MOTIONS:

No action required.

ATTACHMENT:

1. C/A Ordinance 438, (City/County agreement, contract with Gould Evans and project scope)

AN ORDINANCE AUTHORIZING AN AGREEMENT BETWEEN PLATTE COUNTY, MISSOURI AND THE CITY OF PARKVILLE, MISSOURI FOR THE JOINT DEVELOPMENT OF A HIGHWAY 45 CORRIDOR PLAN AND AN AGREEMENT BETWEEN BOTH PARTIES AND GOULD EVANS ASSOCIATES, P.A. FOR CONSULTING SERVICES ON SAID PROJECT.

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

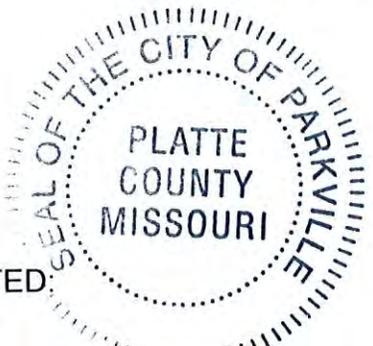
Section 1. The Mayor and Interim City Administrator are hereby authorized and directed to sign the *Agreement Between the County of Platte and the City of Parkville for the Highway 45 Corridor Plan*, attached hereto and incorporated herein by reference as Exhibit 1, for the joint development and funding of a Highway 45 Corridor Plan.

Section 2. Per said Agreement the Board does hereby authorize the expense of \$20,000 toward the cost of said plan and the commitment of staff time and resources as defined in the agreement.

Section 3. The Mayor is hereby authorized and directed to sign the agreement for consulting services with Gould Evans Associates, P.A. for professional planning services for the Highway 45 Corridor Plan, attached hereto and incorporated herein by reference as Exhibit 2, and including the *Scope of Services* attached thereto and incorporated therein as Attachment A.

Section 4. This ordinance shall be effective upon the execution of said agreements by all parties.

PASSED and APPROVED this 7th day of May 2013.



ATTESTED:

Assistant City Clerk Tracy L. Sisney

Mayor James C. Brooks



PLATTE COUNTY COMMISSION

BEVERLEE ROPER
1ST DISTRICT COMMISSIONER

JASON BROWN
PRESIDING COMMISSIONER

DUANE SOPER
2ND DISTRICT COMMISSIONER

COURT ORDER: 2013 -CO-220

Department: Planning and Zoning

Prepared by: Daniel Erickson

Court Order Title: Highway 45 Corridor Agreement – Platte County/Parkville

Description / Background / Rationale:

This Agreement is between Platte County and the City of Parkville. The County and City, through the implementation of their respective Land Use Plans, outline the importance of corridor preservation along the Highway 45 corridor. The County and City seek to form a partnership with the purpose of completing a Corridor Plan to identify their common vision, goals and objectives, and standards for that portion of 45 Highway in the County and City.

Budget Impact: \$0

Approved as to form and legality

Handwritten signature of Robert H. Shaw in black ink.

Robert H. Shaw, County Counselor

Pursuant to Sections 50.660 and 55.160 RSMo., I certify that there is an unencumbered balance or anticipated revenue to be placed to the credit of the appropriation to which the foregoing expenditure is to be charged, and an unencumbered cash balance or anticipated revenue in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

Handwritten signature of Keyin Robinson in blue ink.

Keyin Robinson, County Auditor

APPROVED BY THE COUNTY COMMISSION OF PLATTE COUNTY, MISSOURI, ON

THIS 6th DAY OF May, 2013.



ATTEST:

Handwritten signature of Joan Harms in blue ink.

Joan Harms
County Clerk

Handwritten signature of Jason Brown in blue ink.

Jason Brown
Presiding Commissioner

Handwritten signature of Beverlee Roper in blue ink.

Beverlee Roper
1st District Commissioner

Handwritten signature of Duane Soper in blue ink.

Duane Soper
2nd District Commissioner

AGREEMENT
Between the
County of Platte and the City of Parkville
for the
Highway 45 Corridor Plan

This Agreement, made and entered into this 8th day of May, 2013, is by and between Platte County, Missouri (County), a county of the first classification, and the City of Parkville, a municipal corporation (City); and

WHEREAS, Highway 45 is a major thoroughfare extending across much of southern Platte County; and

WHEREAS, Highway 45 traverses the City of Parkville and unincorporated portions of Platte County; and

WHEREAS, the County and City, through the implementation of their respective Land Use Plans, outline the importance of corridor preservation along the Highway 45 corridor; and

WHEREAS, the County and City seek to form a partnership with the purpose of completing a Corridor Plan; and

WHEREAS, the County and City requested proposals from qualified individuals and firms to provide professional consulting services for the Corridor Plan and jointly evaluated consultants and selected Gould Evans to provide said services; and

WHEREAS, a contract for service with Gould Evans shall be approved by separate action.

NOW, THEREFORE, in consideration of the premises and of the agreements set forth hereinafter, the County and City agree as follows:

1) The Corridor Plan & Management.

- a) Corridor Plan. The Corridor Plan shall be completed in accordance with a separately approved contract for service.
- b) Project Leaders. The County and City shall each designate a staff member to serve as Project Leader. The Project Leaders shall jointly be responsible for the Corridor Plan project oversight, management, reporting to their perspective Commissions and Boards and other related project coordination.
- c) Plan Adoption. It is the intent of the County and City to jointly adopt and implement the Corridor Plan upon project completion. Due to the differences in the County and City codes, ordinance and regulations, any adoption and implementation is expected to vary.

2) Fund Management and Disbursements.

- a) Fund Management. The County shall act as the fiscal agent for the project and shall establish a separate fund dedicated as the Corridor Plan Project Fund.
- b) Fund disbursements. All invoices shall be reviewed against the contract for services and approved by the County and City prior to payment. The Project Leaders shall establish a process that ensures fund disbursements are made in a timely manner.
- c) Remaining Funds. Upon completion of the Corridor Plan and payment of all invoices, any remaining funds in the Corridor Plan fund shall be returned to the County and the City based on the percentage of contribution.

3) Commitment of Resources.

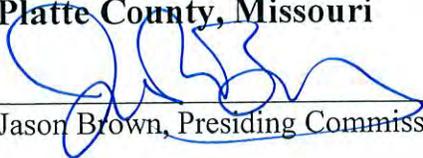
- a) From the County. The County will contribute TWENTY THOUSAND DOLLARS (\$20,000) to the Corridor Plan Project Fund for the preparations and completion of the Corridor Plan.
- b) From the City. The City will contribute TWENTY THOUSAND DOLLARS (\$20,000) to the Corridor Plan Project Fund for the preparations and completion of the Corridor Plan. The City will transfer TWENTY THOUSAND (\$20,000) to the fund when any contract for services relating to the Corridor Plan project are approved.
- c) Additional Resources. The County and City agree to provide data, mapping, and staff resources needed to complete the Corridor Plan.

4) General

- a) Nothing contained in this Agreement is intended to cause the County or City to be regarded as joint ventures, employees or agents of each other.
- b) The validity, legality and matters relating to the interpretation of this Agreement shall be governed by the laws of the State of Missouri.
- c) This Agreement shall remain in effect until amended or terminated by written agreement of the parties.
- d) Nothing contained in this Agreement is intended to confer personal liability upon any officer, director, employee or agent of either party.

IN WITNESS WHEREOF, the parties herein have executed this Agreement as of the date first written above.

Platte County, Missouri



Jason Brown, Presiding Commissioner

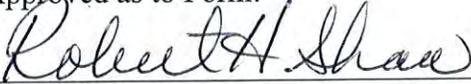


Attest:



Joan Harms, County Clerk

Approved as to Form:



Robert H. Shaw, County Counselor

City of Parkville, Missouri



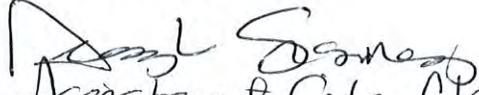
James C. Brooks, Mayor

Attest:



Sean Ackerson, Interim, City Administrator





Assistant City Clerk



PLATTE COUNTY COMMISSION

BEVERLEE ROPER
1ST DISTRICT COMMISSIONER

JASON BROWN
PRESIDING COMMISSIONER

DUANE SOPER
2ND DISTRICT COMMISSIONER

COURT ORDER: 2013 -CO-221

Department: Planning and Zoning

Prepared by: Daniel Erickson

Court Order Title: Highway 45 Corridor Plan Consultant Services Agreement

Description / Background / Rationale:

This Agreement is between Platte County/Parkville and Gould Evans. Platte County/Parkville submitted a Request of Proposal in the winter of 2012 for consultant services to help develop a Highway 45 Corridor Plan. The County and City, through the implementation of their respective Land Use Plans, outline the importance of corridor preservation along the Highway 45 corridor. Several firms were interviewed and Gould Evans was selected as meeting the needs for project. The maximum cost of this agreement is \$40,000. The cost is being split 50/50 between Platte County and Parkville. Platte County's \$20,000 portion obligated under this agreement is a budgeted item.

Budget Impact: \$40,000

Approved as to form and legality

Handwritten signature of Robert H. Shaw in blue ink.

Robert H. Shaw, County Counselor

Pursuant to Sections 50.660 and 55.160 RSMo., I certify that there is an unencumbered balance or anticipated revenue to be placed to the credit of the appropriation to which the foregoing expenditure is to be charged, and an unencumbered cash balance or anticipated revenue in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

Handwritten signature of Kevin Robinson in blue ink.
Kevin Robinson, County Auditor

APPROVED BY THE COUNTY COMMISSION OF PLATTE COUNTY, MISSOURI, ON

THIS 6th DAY OF May, 2013.



ATTEST:

Handwritten signature of Joan Harms in blue ink.

Joan Harms
County Clerk

Handwritten signature of Jason Brown in blue ink.
Jason Brown
Presiding CommissionerHandwritten signature of Beverlee Roper in blue ink.
Beverlee Roper
1st District CommissionerHandwritten signature of Duane Soper in blue ink.
Duane Soper
2nd District Commissioner

THIS AGREEMENT made this __ day of May, 2013 by and between the Platte County and the City of Parkville ("Client") and Gould Evans Associates, P.A., a Missouri Professional Association ("Consultant").

WITNESSETH

WHEREAS, the Client desires to engage the Consultant to render certain agreed upon professional planning services for Highway 45 Corridor Plan, and the Consultant is willing to provide such services, all upon the terms set forth below.

NOW THEREFORE, in consideration of these premises, the parties hereto agree as follows:

1. **Scope of Services:** The Consultant will undertake work assigned by Client relating to *Attachment A: Scope of Services*.
2. **Time and Performance:** The Consultant's services shall commence upon execution of this Agreement by both parties. Once approved by the Client, the Consultant shall complete the tasks described in the Scope of Services within __ months from the date of execution of this Agreement, unless delayed by circumstances beyond Consultant's control.

The Consultant will exercise reasonable skill, care and diligence in the performance of its services, and will carry out its responsibilities in accordance with the customarily accepted planning practices in Consultant's community. The Client shall be responsible for the timely delivery of data and support information requested by the Consultant in a manner that will allow the Consultant the ability to perform its services within the time frame noted above.

Compensation: The Consultant shall be compensated, a fixed fee not-to-exceed Forty Thousand Dollars, including reimbursable expenses. Consultant will bill on a monthly basis of percentage of work completed by project phase, up to the maximum fees stated above. Consultant will not exceed the maximum fees stated above without written authorization from the Client. The fees shall be based on the task and fee schedule in *Attachment B: Project Budget*.

3. **Payment:** The Client shall pay the amount due within 30 days after receipt of Consultant's invoice. If the invoice is not paid within 30 days, the Consultant may suspend services upon written notice to the Client. If a portion of the Consultant's statement is disputed, the Client shall pay the undisputed portion by the due date. Interests on amounts due and unpaid shall accrue at the rate of 1.5% per month from date due until paid. In any action to recover payment due, Consultant shall be entitled to recover its attorney's fees costs. The Client shall advise the Consultant in writing of the basis for any disputed portions of the statement within 7 days of receipt of invoice. Undisputed portions of the invoice shall be timely paid by Client notwithstanding such disputed portions.
4. **Time and Expense Records:** The Consultant shall keep and maintain time and expense records relating to the scope of services described above, together with supporting receipts, vouchers, and appropriate documentation. As necessary, these records and other appropriate documentation may be required to support invoices submitted to the Client. The Client shall have the right to examine such records as it deems necessary upon reasonable notice to the Consultant at Consultant's place of business during normal business hours.

5. **Authorization of Changes:** Any changes or additional tasks required for the performance of this Agreement and any compensation due for the provision of additional services shall only be authorized by the Client in writing, and the Consultant shall first request such changes in writing. The Consultant shall be compensated for any additional tasks so approved and authorized, based upon a fee determined by the Consultant and Client for such additional professional services.
6. **Liability:** The Consultant agrees to indemnify and hold harmless the Client, its employees, officials, agents and representatives, from any and all losses of whatever kind to the extent caused by Consultant's negligent acts of failure to act in performance of this Agreement. To the extent allowed by law, the Client agrees to indemnify and hold harmless the Consultant, its staff and employees and affiliates from any and all losses of whatever kind to the extent caused by Client's negligent acts or failure to act in performance of this Agreement.
7. **Disputes/Termination:** Each party may terminate this Agreement with ten (10) days' written notice to the other party. In the event of such termination, provided the consultant is not then in default under this Agreement, the Client shall pay the Consultant its compensation and expenses to and through the actual date of termination, upon documentation of those costs by written invoice to the Client.
8. **Ownership of Documents:** Upon receipt of final payment by Consultant, all original final documents, studies or graphic materials, drawings, plans and digital files prepared by the Consultant shall be deemed property of the Client except as to confidential matters or trade secrets of the Consultant (if identified as such in writing by the Consultant), but only after the final payment by the Client for the same. The Consultant shall be permitted to retain copies, including reproducible copies, of the Consultant's drawings, specifications and other documents. The Client's right of ownership in all such documents shall not prohibit the Consultant from future utilization of design or planning drawings or concepts in the ordinary course of Consultant's business and the Client hereby grants the unrestricted permission to use all such data contained in the Consultant's drawings, text and other documents.

The Client shall prohibit any Contractor and its subcontractors or suppliers from utilizing the Consultant's drawings or other documents on other projects not authorized by the Client. In the case of any future reuse of the documents by the Client without Consultant's direct professional involvement, the Consultant's and Consultant's consultants' names shall be removed from all such documents and the Consultant shall not be liable to the Client in any manner whatsoever for their reuse. Due to the potential exposure to liability when reused, the Client agrees to indemnify and hold harmless the Consultant, Consultant's consultants, their agents, and employees, from and against any claims, damages, losses and expenses including, but not limited to, attorney's fees, arising out of or resulting from the Client's reuse of any such drawings or documents other than for use in this Project with Consultant's direct involvement, including any claims brought by any third-parties, and including any claims relating to the Consultant's or its consultants' negligent preparation of any such drawings or other documents. The Client's obligations under this paragraph shall survive any termination of this Agreement and shall be binding upon the Client's successors and assigns.

9. **Confidentiality of Findings:** Any reports, information, data or intellectual property whatsoever given or prepared as assembled by the Consultant under this Agreement shall not be made available to any individual or organization by the Consultant without the prior written approval of the Client, except for those uses specified in Item 10, Public Relations.

- 10. Public Relations:** Consultant shall have the right to retain and utilize copies of all work it produces on the Project for citation and dissemination in the Consultant's resume, brochures and other generally recognized forms of professional public relations.
- 11. Extent of Agreement:** This Agreement represents the entire and integrated agreement between the Client and Consultant and supersedes all prior negotiations, representations or agreement, either written or oral. This Agreement may be amended only by written instrument signed by both the Client and Consultant.
- 12. Severability:** Should any of the provisions of this Agreement be determined to violate any state law or City ordinance, that shall not affect the validity of the other terms of this Agreement and there shall be added to this Agreement a legal, valid or enforceable term or provision as similar as possible to the stricken provision.
- 13. Applicable Law:** Parties agree that Missouri law is controlling in interpreting this Agreement.
- 14. Insurance:** Consultant shall maintain, at its own expense, the following insurance with insurance companies reasonably acceptable to Client:
- (a) Professional Liability Insurance in the amount of five hundred thousand Dollars (\$500,000.00) (per claim and aggregate, with all coverage retroactive to the earlier of the date of this Agreement and the commencement of Consultant's services under this Agreement) covering personal injury, bodily injury and property damages to the extent caused by consultant's negligent acts, errors or omissions, which coverage shall be maintained for a period of three (3) years after the date of final payment under this Agreement.
 - (b) Commercial General Liability Insurance, occurrence form, (including completed operations and broad-form contractual liability) in the amount of five hundred thousand Dollars (\$500,000.00) combined single limit per occurrence and aggregate covering personal injury, bodily injury and property damage, which insurance shall name the Client as an additional insured.
 - (c) Commercial Automobile Liability Insurance, including owned, hired and non-owned vehicles, if any, in the amount five hundred thousand Dollars (\$500,000.00) covering bodily injury and property damage, which insurance shall name the Client as an additional insured.
 - (d) Worker's Compensation Insurance, which shall fully comply with applicable law, and employer's liability insurance with limits of not less than one hundred thousand Dollars (\$100,000.00) per accident / \$1 Million disease policy limit / \$1 Million disease each employee. Consultant shall provide a valid waiver executed by its workers compensation and employer's liability insurance carrier of any right of subrogation against Client or its employees for any injury to a covered employee working on Client's premises.

Upon execution of this Agreement, Consultant shall provide to Client Certificates of Insurance reflecting the required coverages at their request. The certificates shall specify the date when such insurance expires. Each policy and each Certificates of Insurance shall provide that Client shall be given not less than thirty (30) days' written notice before cancellation, non-renewal of coverage of such insurance except for non-payment. A renewal certificate shall be furnished to Client prior to the expiration date of any coverage, and Consultant shall give Client written

notice of any reduction or other material modification in such insurance no later than thirty (30) days prior to such change.

15. Assignment: Consultant shall not assign this Agreement or any part hereof, or the right to any payments to be received hereunder, without prior written consent of Client. However, Consultant may subcontract portions of the services the subconsultants without violating this provision.

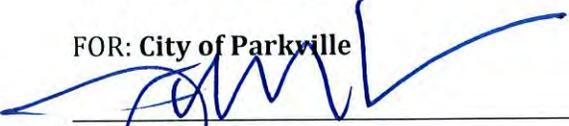
IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the day and year first written above,

FOR: **Platte County**


Jason Brown
Presiding Commissioner


Beverlee Roper
1st District Commissioner


Duane Soper
2nd District Commissioner

FOR: **City of Parkville**


James C. Brooks
Mayor

FOR:
GOULD EVANS ASSOCIATES.

Name: Dennis Strait, AIA, ASLA

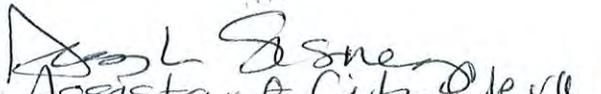
Signature: 

Title: Principal

Date: 5/2/13

PLATTE COUNTY CLERK
 5-6-13
JOAN HARMS




Assistant City Clerk

HIGHWAY 45 CORRIDOR PLAN
Parkville / Platte County, MO

1 May 2013

Scope of Services

Phase 1 - Corridor Assessment. The Corridor Assessment will identify a detailed history of the recent planning and development activities in the corridor, including applicable elements of the adopted Platte County and City of Parkville land use and master plans. Our team will further assess the corridor through a corridor tour, stake holder meetings and a preliminary steering committee meeting. From this assessment, our team will develop a preliminary list of opportunities, challenges, preliminary goals and initial concepts for public and private enhancements for the corridor. These concepts will become an important tool in helping the public articulate a long term vision for the corridor and the resulting near- and long-term goals and objectives, guides and regulations for the corridor.

The Corridor Assessment will focus on the following key tasks:

- Task 1-1 – Document Review. Review all existing documents including any available Highway 45 design and development concepts, each communities comprehensive plans, any relevant CIP documents or design manuals, and other relevant special topic plans such as trails or other small area and development plans
- Task 1-2 – Corridor Tour. All key consultant team members will participate in an intensive tour of the corridor with the City and County project managers. This tour will allow for better understanding of past efforts in corridor improvements as well as identifying future opportunities.
- Task 1-3 – Stake holder meetings. On the day of the tour the consultant team members will interview major corridor stakeholders, including MoDOT, representative city and county developers and land owners, utility operators, and other identified major stakeholders. This will allow for a better understanding of expectations, challenges and opportunities.
- Task 1-4 – Corridor Concepts Documentation. A range of potential future improvements for the corridor will be identified. It is critical that these be realistic options for near- and long-term improvements in the corridor, and identify a range of options for the “public realm” design to best integrate and shape future development along the corridor. These opportunities will be at a very conceptual level and help spur public dialogue on an overall vision for the corridor. These concepts will form the basis for discussion on the vision in the Corridor Plan in Phase 3.
- Task 1-5 – Steering Committee Meeting. Following the completion of the tasks above, the consultant team will meet with a Steering Committee organized by the City and County project managers. The purpose of this initial meeting is to report and confirm initial findings, review corridor concepts and seek additional direction prior to initiation of Phase 2.

Timeframe:

- Weeks 1-4

Deliverable

- Initial Corridor Concepts

Phase 2 - Development Framework. The Development Framework will document possible future development scenarios based on the existing Future Land Use Plans and policies in Parkville and Platte County's comprehensive plans. This framework will include an assessment of likely investments and development patterns based on existing regulations, as well as potential for new development concepts based on potential future investments in the public realm. Any gaps between current policies or regulations and envisioned responses to public realm investments will be documented and incorporated into the implementation responses.

The Development Framework will focus on the following key tasks

- Task 2-1. Development Analysis. A thorough review of existing plans (long range and immediate or pending project plans if any), review of development regulations and guidelines, assessment of utility access and land suitability, or any other existing conditions that could impact future development.
- Task 2-2. Development Conceptual Framework. Based on the development analysis and the corridor concepts a range of likely private development responses will be created. This review may further involve stakeholders such as developers, land owners or other interested parties, or alternatively could be done at a general level to assess overall capacity of the corridor for future development. These concepts are done at a general level to test the soundness of existing plans, policies and regulations and identify issues and goals that need to be further defined in the Corridor Plan Phase.
- Task 2-3 – Steering Committee Meeting. Following the completion of the tasks above, the consultant team will meet with the Steering Committee to report on the tasks above and seek additional direction prior to initiating Phase 3.

Timeframe:

- Weeks 4-8

Deliverable

- Development Conceptual Framework

Phase 3 -Corridor Plan. Based on public evaluation of both the Corridor Assessment and Development Framework, an initial corridor plan will be drafted. This plan will present a preferred option for coordinated investment in both the corridor and long-term private development. The initial draft will be a discussion draft for citizens, stakeholders and the development community to review and comment on.

- Task 3-1. Corridor Vision. The Corridor Vision will be created during a facilitated public meeting, focusing on the concepts documented in the Corridor Assessment and the Development Framework. These inputs into the public process will present a good foundation for public dialogue by focusing on opportunities and constraints for long-term investment in

the corridor. These concepts will be created to help compare and contrast a range of future development scenarios and identify those priorities most important to shaping long-term investment in the corridor. Based on input in this meeting an overall vision for the plan will be created.

- Task 3-2. Initial Draft Plan. Based on the Vision created in Task 3-1, an Initial Draft Plan will be created. This will include both public realm and private development concepts at a more refined level than both the comprehensive plans and the initial corridor concepts. This draft plan is a discussion draft, and will again be presented to stakeholders and the public for review, discussion and refinement.
- Task 3-3 – Steering Committee Meeting. Following the completion of the tasks above, the consultant team will meet with the Steering Committee to report the initial draft plan.
- Task 3-4. Corridor Plan. Based on discussion for the Initial Draft, a formal recommended plan will be presented. This plan will form the foundation for more specific implementation steps in Phase 4, and a public or stakeholder discussion on this draft will include prioritizing likely implementation strategies and approaches giving direction to successful integration of design and development concepts throughout the corridor.

Timeframe:

- Weeks 8-16

Deliverables:

- Meeting Materials and Results for Corridor Vision
- Initial Draft Plan
- Corridor Plan

Phase 4 -Strategic Implementation. Upon review, discussion and finalization of the corridor plan, a strategic implementation approach will be developed. This will include elements of future public realm investment for consideration and incorporation in the CIP of Parkville and Platte County, design concepts and “best practices” that focus on how to best coordinate public and private urban design elements of the plan, and possible regulatory solutions that address gaps between the envisioned future and existing regulations or guidelines. These strategies will be prioritized into an implementation program based on timing, order of magnitude costs, or possible policy or similar strategic steps that need to be refined prior to implementation.

- Task 4-1 – Public Realm Implementation Strategies. These strategies will focus on streetscape, trails or other strategies to be included for long-range improvement throughout the corridor. Though often public right-of-way strategies, they will also include design concepts for key interface elements such as trailheads, gateways or other key access points along the corridor.
- Task 4-2 – Development Implementation Strategies. These strategies will focus on development policies, and how incremental and discrete projects can best be guided over time to best support the vision and overall corridor design concepts. It will likely include

design guidelines and regulatory strategies such as an overlay district or other strategic amendments to the city and county development regulations that are unique to this corridor and the different places within it.

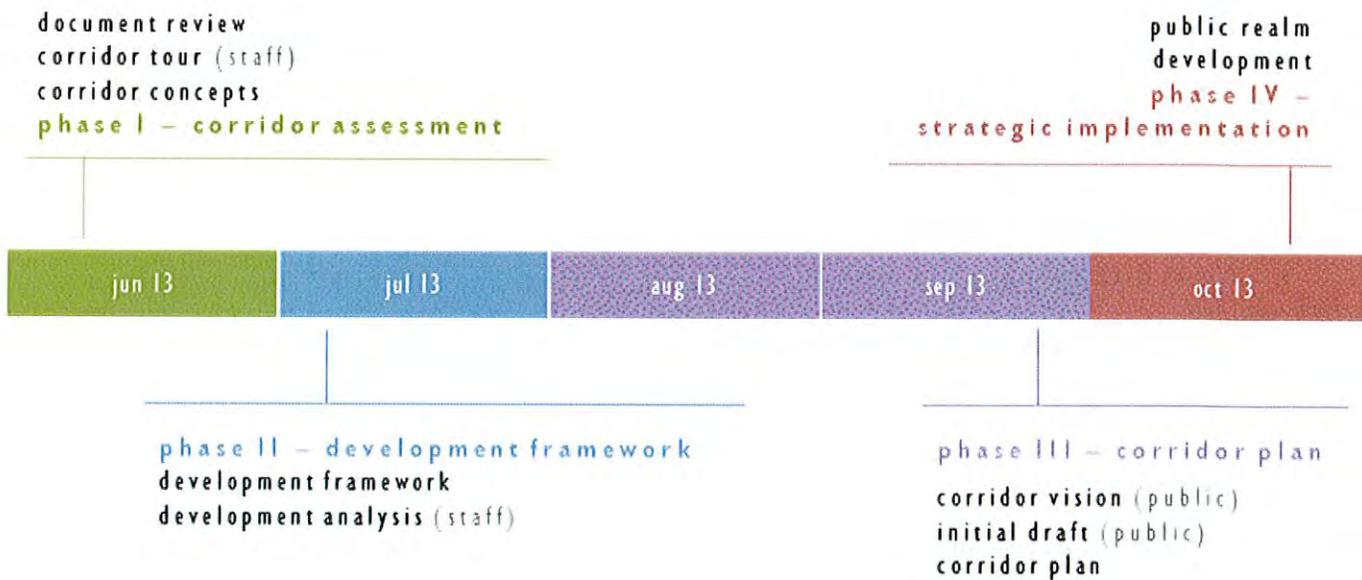
Timeframe

- Weeks 16-20

Deliverables:

- Implementation Recommendations and Supporting Documents

Project Schedule





FINANCIAL REPORT

For the Month Ended January 31, 2014

Unaudited Financial Reports

To Be Used for

Budgetary Management Purposes

REVENUE AND EXPENDITURES BUDGETARY COMPARISON REPORT

AS OF: January 31, 2014

10 -General Fund

FINANCIAL SUMMARY

8.3% OF FISCAL YEAR COMPLETED

	2014 ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
REVENUE SUMMARY						
TAXES	1,067,700	895,108.60	895,108.60	83.8%	172,591.40	881,290.38
LICENSES	40,900	2,303.00	2,303.00	5.6%	38,597.00	3,500.00
PERMITS	201,000	38,243.80	38,243.80	19.0%	162,756.20	13,469.50
FRANCHISE FEES	837,000	160,092.54	160,092.54	19.1%	676,907.46	60,733.72
SALES TAXES	910,000	82,218.51	82,218.51	9.0%	827,781.49	79,997.84
OTHER REVENUE	28,200	1,625.00	1,625.00	5.8%	26,575.00	770.00
COURT REVENUE	290,000	17,450.15	17,450.15	6.0%	272,549.85	31,453.86
INTEREST INCOME	22,000	540.38	540.38	2.5%	21,459.62	2,434.92
MISCELLANEOUS REVENUE	24,000	4,777.98	4,777.98	19.9%	19,222.02	2,177.04
GRANT REVENUE	13,000	0.00	0.00	0.0%	13,000.00	0.00
TRANSFERS IN	455,000	37,916.66	37,916.66	8.3%	417,083.34	60,416.66
TOTAL REVENUES	3,888,800	1,240,276.62	1,240,276.62	31.9%	2,648,523.38	1,136,243.92
EXPENDITURE SUMMARY						
ADMINISTRATION	909,886	80,577.18	80,577.18	8.9%	829,308.82	112,249.82
POLICE	1,268,586	89,744.03	89,744.03	7.1%	1,178,841.97	79,878.60
MUNICIPAL COURT	147,314	10,136.74	10,136.74	6.9%	137,177.26	9,923.54
PUBLIC WORKS	241,414	7,900.64	7,900.64	3.3%	233,513.36	7,816.64
COMMUNITY DEVELOPMENT	335,367	18,364.11	18,364.11	5.5%	317,002.89	21,448.87
STREET DEPARTMENT	360,137	28,725.11	28,725.11	8.0%	331,411.89	53,687.00
PARKS DEPARTMENT	327,008	15,694.84	15,694.84	4.8%	311,313.16	18,468.65
NATURE SANCTUARY	28,300	1,305.17	1,305.17	4.6%	26,994.83	740.69
INFORMATION TECHNOLOGY	46,900	1,351.50	1,351.50	2.9%	45,548.50	2,000.00
PUBLIC INFORMATION	17,600	0.00	0.00	0.0%	17,600.00	2,420.00
TRANSFERS OUT TO OTHER FUNDS	538,000	26,416.66	26,416.66	0.0%	511,583.34	0.00
TOTAL EXPENDITURES	4,220,512	280,215.98	280,215.98	6.6%	3,940,296.02	308,633.81
EXCESS REV OVER / (UNDER) EXPENDITURES	(331,712)	960,060.64	960,060.64			827,610.11
PRIOR YEAR FUND BALANCES ALLOCATED FOR 2014 GENERAL FUND USE	751,955	732,063.00	732,063.00			374,112.00
EXCESS OF FUNDS AVAILABLE OVER / (UNDER) EXPENDITURES	420,243	1,692,123.64	1,692,123.64			1,201,722.11

Unaudited Financial Report to be Used for Budgetary Management Purposes

General Fund (10)

Last Updated 02/13/14

	2011 Actual	2012 Actual	2013 Budget	2013 Unaudited	2014 Budget	2014 YTD	2014 Projected	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
<i>Beginning Fund Balance</i>	282,255	\$ 320,089	\$ -	\$ 374,112	\$ 751,955	\$ 732,063	\$ 732,063	\$ 446,611	\$ 440,114	\$ 407,862	\$ 367,862	\$ 294,688
Revenues												
Taxes	1,917,875	1,913,138	1,940,800	1,969,147	1,977,700	977,327	1,977,700	2,012,481	2,047,888	2,083,931	2,120,623	2,157,976
Licenses	32,703	44,846	39,900	39,907	40,900	2,303	40,900	41,309	41,722	42,139	42,561	42,986
Permits	107,361	171,051	123,300	210,574	201,000	38,244	201,000	204,600	208,272	212,017	215,838	219,735
Franchise Fees	835,899	832,470	817,000	863,120	837,000	160,093	837,000	859,800	883,245	907,354	932,145	957,638
Other Revenue	10,305	20,411	22,700	28,280	28,200	1,625	28,200	28,210	28,220	28,230	28,241	28,251
Court Revenue	196,603	325,275	295,600	257,910	290,000	17,450	290,000	292,900	295,829	298,787	301,775	304,793
Interest Income	27,926	26,155	26,500	18,153	22,000	539	22,000	22,440	22,889	22,889	22,889	22,889
Miscellaneous Revenue	77,537	123,562	25,420	31,584	24,000	4,778	24,000	24,400	24,808	25,224	25,649	26,082
Grant Revenue	41,974	225,511	3,000	4,594	13,000	-	13,000	13,140	13,283	13,428	13,577	13,729
Adjustments to Receivables	114,531											
Transfers	584,000	651,000	1,010,000	1,027,876	455,000	37,917	508,695	461,825	468,752	475,784	482,920	490,164
Total - General Fund Revenues:	3,946,714	4,333,419	4,304,220	4,451,146	3,888,800	1,240,275	3,942,495	3,961,105	4,034,908	4,109,784	4,186,217	4,264,242
Total Sources	4,228,969	4,653,509	4,304,220	4,825,257	4,640,755	1,972,338	4,674,558	4,407,716	4,475,021	4,517,646	4,554,079	4,558,930
Expenditures												
Administration	1,014,724	1,275,198	874,894	788,439	909,886	62,161	911,886	933,507	957,957	983,271	1,009,484	1,036,633
Police	1,016,325	1,036,993	1,172,161	1,091,476	1,268,586	89,744	1,268,586	1,245,264	1,278,684	1,313,131	1,348,641	1,385,250
Municipal Court	140,468	138,839	144,621	136,143	147,314	10,137	147,314	150,673	154,123	157,669	161,312	165,056
Public Works	152,923	99,926	100,253	103,247	241,414	7,901	241,414	149,848	153,375	156,997	160,717	164,538
Community Development	265,555	262,111	286,347	258,053	335,367	18,364	335,367	322,435	272,435	272,435	272,435	272,435
Street Department	669,589	600,367	644,712	669,851	360,137	28,725	360,137	370,179	380,543	391,242	402,288	413,692
Parks Department	223,396	250,508	250,983	245,406	327,008	15,695	332,443	309,565	317,369	325,428	333,753	342,353
Nature Sanctuary	23,747	17,258	26,295	19,352	28,300	1,305	28,300	28,854	29,421	30,002	30,595	31,202
Information Technology	-	-	26,500	45,134	46,900	1,352	46,900	17,926	18,260	18,601	18,950	19,306
Public Information	43,074	30,638	34,950	16,093	17,600	-	17,600	47,703	48,524	49,362	50,218	51,094
Transfers	359,079	567,558	720,000	720,000	538,000	44,833	538,000	221,000	221,000	221,000	221,000	221,000
Discretionary Spending								170,648	235,468	230,648	250,000	250,000
Total - General Fund Expenditures:	\$ 3,908,880	\$ 4,279,396	\$ 4,281,716	\$ 4,093,195	\$ 4,220,512	\$ 280,216	\$ 4,227,947	\$ 3,967,602	\$ 4,067,159	\$ 4,149,785	\$ 4,259,391	\$ 4,352,559
Estimated Ending Balance (deficit):	\$ 320,089	\$ 374,112	\$ 22,504	\$ 732,063	\$ 420,243	\$ 1,692,122	\$ 446,611	\$ 440,114	\$ 407,862	\$ 367,862	\$ 294,688	\$ 206,371

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
FINANCIAL SUMMARY

09.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAXES	1,067,700	895,108.60	895,108.60	83.84	172,591.40	881,290.38
LICENSES	40,900	2,303.00	2,303.00	5.63	38,597.00	3,500.00
PERMITS	201,000	38,243.80	38,243.80	19.03	162,756.20	13,469.50
FRANCHISE FEES	837,000	160,092.54	160,092.54	19.13	676,907.46	60,733.72
SALES TAXES	910,000	82,218.51	82,218.51	9.04	827,781.49	79,997.84
OTHER REVENUE	28,200	1,625.00	1,625.00	5.76	26,575.00	770.00
COURT REVENUE	290,000	17,450.15	17,450.15	6.02	272,549.85	31,453.86
INTEREST INCOME	22,000	539.14	539.14	2.45	21,460.86	2,434.92
MISCELLANEOUS REVENUE	37,000	4,777.98	4,777.98	12.91	32,222.02	2,177.04
TRANSFERS IN	455,000	37,916.66	37,916.66	8.33	417,083.34	60,416.66
TOTAL REVENUES	3,888,800	1,240,275.38	1,240,275.38	31.89	2,648,524.62	1,136,243.92
	=====	=====	=====	=====	=====	=====

EXPENDITURE SUMMARY

ADMINISTRATION	1,447,886	80,577.18	80,577.18	5.57	1,367,308.82	112,249.82
POLICE	1,268,586	89,744.03	89,744.03	7.07	1,178,841.97	79,878.60
MUNICIPAL COURT	147,313	10,136.74	10,136.74	6.88	137,176.26	9,923.54
PUBLIC WORKS	241,414	7,900.64	7,900.64	3.27	233,513.36	7,816.64
COMMUNITY DEVELOPMENT	335,366	18,364.11	18,364.11	5.48	317,001.89	21,448.87
STREET DEPARTMENT	360,137	28,725.11	28,725.11	7.98	331,411.89	53,687.00
PARKS DEPARTMENT	327,008	15,694.84	15,694.84	4.80	311,313.16	18,468.65
NATURE SANCTUARY	28,300	1,305.17	1,305.17	4.61	26,994.83	740.69
CHANNEL 2 & WEBSITE	17,600	0.00	0.00	0.00	17,600.00	2,420.00
TRANSFERS OUT	0	26,416.66	26,416.66	0.00	(26,416.66)	0.00
IT	46,900	1,351.50	1,351.50	2.88	45,548.50	2,000.00
TOTAL EXPENDITURES	4,220,510	280,215.98	280,215.98	6.64	3,940,294.02	308,633.81
	=====	=====	=====	=====	=====	=====
EXCESS REVENUES OVER/(UNDER) EXPENDITURE (331,710)	960,059.40	960,059.40	(1,291,769.40)	827,610.11

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
FINANCIAL SUMMARY
REVENUES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
TAXES						
10-41001-00 Real & Personal Property Tax	895,600	874,865.48	874,865.48	97.68	20,734.52	861,654.30
10-41002-00 Penalties	6,000	652.33	652.33	10.87	5,347.67	294.95
10-41003-00 Corp Merchants & Manufacturi	142,000	0.00	0.00	0.00	142,000.00	0.00
10-41004-00 Financial Institution Tax	600	0.00	0.00	0.00	600.00	0.00
10-41005-00 Vehicle Tax	23,500	19,590.79	19,590.79	83.37	3,909.21	19,341.13
TOTAL TAXES	1,067,700	895,108.60	895,108.60	83.84	172,591.40	881,290.38
LICENSES						
10-41101-00 Dog License (Tags)	900	10.00	10.00	1.11	890.00	35.00
10-41102-00 Occupational License	40,000	2,293.00	2,293.00	5.73	37,707.00	1,440.00
10-41104-00 Liquor Licenses	0	0.00	0.00	0.00	0.00	2,025.00
TOTAL LICENSES	40,900	2,303.00	2,303.00	5.63	38,597.00	3,500.00
PERMITS						
10-41201-00 Building Permits	180,000	32,930.80	32,930.80	18.29	147,069.20	11,103.60
10-41201-01 Occupancy Permit	0	0.00	0.00	0.00	0.00	100.00
10-41202-00 Sign Permits	0	90.00	90.00	0.00	90.00	10.00
10-41205-00 Development Permits	1,000	0.00	0.00	0.00	1,000.00	0.00
10-41205-01 Public Improvement Fees	20,000	4,908.00	4,908.00	24.54	15,092.00	2,255.90
10-41207-00 Subdivision Permit Fees	0	315.00	315.00	0.00	315.00	0.00
TOTAL PERMITS	201,000	38,243.80	38,243.80	19.03	162,756.20	13,469.50
FRANCHISE FEES						
10-41301-00 Telecom Franchise	235,000	20,043.12	20,043.12	8.53	214,956.88	21,434.88
10-41302-00 Missouri Gas Energy	120,000	44,692.26	44,692.26	37.24	75,307.74	38,319.21
10-41303-00 Missouri American Water	115,000	28,282.85	28,282.85	24.59	86,717.15	0.00
10-41304-00 KC Power & Light	280,000	0.00	0.00	0.00	280,000.00	0.00
10-41305-00 Martin Marietta Stone Royalt	12,000	0.00	0.00	0.00	12,000.00	979.63
10-41306-00 Cable/Video Service Franchis	75,000	67,074.31	67,074.31	89.43	7,925.69	0.00
TOTAL FRANCHISE FEES	837,000	160,092.54	160,092.54	19.13	676,907.46	60,733.72
SALES TAXES						
10-41401-00 Sales Tax-General Revenue	850,000	77,071.81	77,071.81	9.07	772,928.19	75,005.05
10-41402-00 Motor Vehicle Sales Tax	35,000	3,036.75	3,036.75	8.68	31,963.25	2,723.52
10-41403-00 Motor Vehicle Fee	25,000	2,109.95	2,109.95	8.44	22,890.05	2,269.27
TOTAL SALES TAXES	910,000	82,218.51	82,218.51	9.04	827,781.49	79,997.84
OTHER REVENUE						
10-41501-00 Farmers Market	1,000	0.00	0.00	0.00	1,000.00	0.00
10-41504-00 Park Shelter Reservations	10,500	0.00	0.00	0.00	10,500.00	0.00
10-41504-01 Sports Fields Reservations	3,000	360.00	360.00	12.00	2,640.00	0.00
10-41504-02 Park Events Reservations	10,000	1,265.00	1,265.00	12.65	8,735.00	770.00
10-41504-03 PLP Park Events Reservations	1,000	0.00	0.00	0.00	1,000.00	0.00
10-41505-01 Nature Sanctuary Programs	2,700	0.00	0.00	0.00	2,700.00	0.00
TOTAL OTHER REVENUE	28,200	1,625.00	1,625.00	5.76	26,575.00	770.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
FINANCIAL SUMMARY
REVENUES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
COURT REVENUE						
10-41601-00 Fines	290,000	16,226.00	16,226.00	5.60	273,774.00	30,937.50
10-41602-00 CVC Reports	0	36.65	36.65	0.00	(36.65)	84.36
10-41602-01 Appointed Attorney Reimburse	0	282.50	282.50	0.00	(282.50)	125.00
10-41602-02 Boarding of Prisoners Reimbu	0	726.00	726.00	0.00	(726.00)	70.00
10-41603-00 Police Reports	0	179.00	179.00	0.00	(179.00)	237.00
TOTAL COURT REVENUE	290,000	17,450.15	17,450.15	6.02	272,549.85	31,453.86
INTEREST INCOME						
10-41701-00 Interest Income	22,000	539.14	539.14	2.45	21,460.86	2,434.92
TOTAL INTEREST INCOME	22,000	539.14	539.14	2.45	21,460.86	2,434.92
MISCELLANEOUS REVENUE						
10-41801-00 Miscellaneous	10,000	3,550.17	3,550.17	35.50	6,449.83	1,277.04
10-41801-03 Rebates	0	777.81	777.81	0.00	(777.81)	0.00
10-41801-05 Newsletter Advertising	4,000	0.00	0.00	0.00	4,000.00	0.00
10-41802-00 Leased Properties	10,000	450.00	450.00	4.50	9,550.00	900.00
10-41804-01 Police Overtime Grant	7,000	0.00	0.00	0.00	7,000.00	0.00
10-41804-06 Safe Routes to School Grant	6,000	0.00	0.00	0.00	(6,000.00)	0.00
TOTAL MISCELLANEOUS REVENUE	37,000	4,777.98	4,777.98	12.91	32,222.02	2,177.04
TRANSFERS IN						
10-41901-00 Transfer f Transportation Fu	355,000	29,583.33	29,583.33	8.33	325,416.67	52,083.33
10-41903-00 Administration Fee	100,000	8,333.33	8,333.33	8.33	91,666.67	8,333.33
TOTAL TRANSFERS IN	455,000	37,916.66	37,916.66	8.33	417,083.34	60,416.66
TOTAL REVENUE	3,888,800	1,240,275.38	1,240,275.38	31.89	2,648,524.62	1,136,243.92

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund

ADMINISTRATION

06.33% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	PERCENT USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-501.01-01-00 Salaries	297,300	21,924.00	21,924.00	7.37	275,376.00	14,442.89
10-501.01-03-00 Overtime	500	0.00	0.00	0.00	500.00	57.41
10-501.01-05-00 Miscellaneous Obligation	0	0.00	0.00	0.00	0.00	30,000.23
10-501.01-11-00 Mayor and Aldermen	57,600	4,430.90	4,430.90	7.69	53,169.10	4,430.90
10-501.01-21-00 FICA & Medicare	27,188	1,913.12	1,913.12	7.04	25,274.88	3,649.14
10-501.01-22-00 Retirement	18,370	4,949.44	4,949.44	26.94	13,420.56	490.80
10-501.01-32-00 Exp Allowance-Bd of Alde	4,860	405.00	405.00	8.33	4,455.00	405.00
10-501.01-33-00 Auto Allow-City Administ	1,200	100.00	100.00	8.33	1,100.00	0.00
10-501.01-40-00 Membership Fees & Dues -	1,200	221.00	221.00	18.42	979.00	181.00
10-501.01-41-00 Membership Fees & Dues -	3,500	196.00	196.00	5.60	3,304.00	1,067.63
10-501.01-41-02 Professional Dev - Staff	12,400	640.00	640.00	5.16	11,760.00	0.00
10-501.01-41-03 Professional Dev - Board	4,600	200.00	200.00	4.35	4,400.00	163.00
TOTAL PERSONNEL	428,718	34,979.46	34,979.46	8.16	393,738.54	54,888.00
INSURANCE						
10-501.02-01-00 Liability Insurance	88,383	0.00	0.00	0.00	88,383.00	0.00
10-501.02-01-01 Insurance Deductible	20,000	0.00	0.00	0.00	20,000.00	0.00
10-501.02-02-00 Health, Life & Dental	25,900	3,102.18	3,102.18	11.98	22,797.82	2,552.58
10-501.02-03-00 Workers Compensation	1,100	0.00	0.00	0.00	1,100.00	0.00
10-501.02-04-00 Unemployment	2,500	0.00	0.00	0.00	2,500.00	0.00
10-501.02-05-00 Property Insurance	18,500	0.00	0.00	0.00	18,500.00	0.00
TOTAL INSURANCE	156,383	3,102.18	3,102.18	1.98	153,280.82	2,552.58
UTILITIES						
10-501.03-01-00 Telephone & Voicemail	5,400	485.38	485.38	8.99	4,914.62	486.49
10-501.03-02-00 Electricity	42,000	9,408.15	9,408.15	22.40	32,591.85	6,924.52
10-501.03-04-00 Water	4,000	268.57	268.57	6.71	3,731.43	273.65
10-501.03-07-00 Train Depot Utilities	8,500	1,106.60	1,106.60	13.02	7,393.40	955.84
10-501.03-08-00 Cable	2,100	175.00	175.00	8.33	1,925.00	175.00
10-501.03-09-00 Trash Hauling	300	75.00	75.00	25.00	225.00	0.00
TOTAL UTILITIES	62,300	11,518.70	11,518.70	18.49	50,781.30	8,815.50
CAPITAL EXPENDITURES						
10-501.04-22-00 Lease Purchase-Office Eq	1,000	246.50	246.50	24.65	753.50	227.50
TOTAL CAPITAL EXPENDITURES	1,000	246.50	246.50	24.65	753.50	227.50
OTHER PURCHASES						
10-501.05-01-00 Office Supplies & Consum	6,000	441.29	441.29	7.35	5,558.71	718.39
10-501.05-02-00 Postage	1,500	36.27	36.27	2.42	1,463.73	85.55
10-501.05-04-00 Printing	600	123.66	123.66	20.61	476.34	35.00
10-501.05-05-00 Publications	200	0.00	0.00	0.00	200.00	0.00
TOTAL OTHER PURCHASES	8,300	601.22	601.22	7.24	7,698.78	838.94
MAINTENANCE						
10-501.06-01-00 Building Maint & Repair	9,000	188.64	188.64	2.10	8,811.36	88.97
10-501.06-01-01 HVAC Maintenance & Repai	2,500	427.25	427.25	17.09	2,072.75	1,090.93
10-501.06-02-00 Janitorial Services/Supp	9,500	502.49	502.49	5.29	8,997.51	502.49

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
ADMINISTRATION
EXPENDITURES

08.33 OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-501.06-11-00 Train Depot Maint	2,000	0.00	0.00	0.00	2,000.00	32.44
10-501.06-34-00 Office Equipment Mainten	2,500	160.63	160.63	6.43	2,339.37	208.10
TOTAL MAINTENANCE	25,500	47.23	47.23	0.19	25,452.77	1,922.93
<u>CITY SERVICES</u>						
10-501.07-01-00 Elections	1,800	0.00	0.00	0.00	1,800.00	1,319.39
10-501.07-02-00 Advertising/Public Notic	5,000	0.00	0.00	0.00	5,000.00	0.00
10-501.07-47-00 MARC HHW Program	5,800	0.00	0.00	0.00	5,800.00	0.00
10-501.07-99-00 FOPAS - Animal Control	6,000	0.00	0.00	0.00	6,000.00	0.00
TOTAL CITY SERVICES	18,600	0.00	0.00	0.00	18,600.00	1,319.39
<u>PROFESSIONAL FEES</u>						
10-501.08-01-00 Attorney/Legal Fees	90,000	6,450.00	6,450.00	7.17	83,550.00	13,509.69
10-501.08-01-01 Litigation (New)	60,000	2,511.00	2,511.00	4.19	57,489.00	0.00
10-501.08-02-00 Auditor Fees	11,000	0.00	0.00	0.00	11,000.00	0.00
10-501.08-02-02 Professional Services	38,635	1,592.60	1,592.60	4.12	37,042.40	5,000.00
TOTAL PROFESSIONAL FEES	199,635	10,553.60	10,553.60	5.29	189,081.40	18,509.69
<u>OTHER EXPENDITURES</u>						
10-501.09-04-00 Holiday Decorations	500	350.00	350.00	70.00	150.00	350.00
10-501.09-05-01 Website Maintenance	0	695.00	695.00	0.00	(695.00)	0.00
10-501.09-11-00 Cemetery Maintenance	3,500	0.00	0.00	0.00	3,500.00	0.00
10-501.09-20-02 Exec Session Meeting Sup	1,200	0.00	0.00	0.00	1,200.00	115.54
10-501.09-20-03 Finance Committee Mtg Su	1,750	53.42	53.42	3.05	1,696.58	166.98
10-501.09-20-07 Meeting Supplies	500	0.00	0.00	0.00	500.00	0.00
10-501.09-21-00 Misc-Other	2,000	13.21	13.21	0.66	1,986.79	42.78
TOTAL OTHER EXPENDITURES	9,450	1,111.63	1,111.63	11.76	8,338.37	675.30
<u>TRANSFERS-OTHER SOURCES</u>						
10-501.20-20-00 Transfer to Emergency Re	317,000	0.00	0.00	0.00	317,000.00	0.00
10-501.20-21-00 Transfer to Debt Service	221,000	18,416.66	18,416.66	8.33	202,583.34	17,833.33
10-501.20-23-00 Transfer to Equipment Fu	0	0.00	0.00	0.00	0.00	3,000.00
10-501.20-24-00 Transfer to Economic Dev	0	0.00	0.00	0.00	0.00	1,666.66
TOTAL TRANSFERS-OTHER SOURCES	538,000	18,416.66	18,416.66	3.42	519,583.34	22,499.99
TOTAL ADMINISTRATION	1,447,886	80,577.18	80,577.18	5.57	1,367,308.82	112,249.82

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund

POLICE

08.33% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-505.01-01-00 Salaries	818,650	64,520.55	64,520.55	7.88	754,129.45	54,316.64
10-505.01-03-00 Overtime	26,000	2,288.55	2,288.55	8.80	23,711.45	1,772.94
10-505.01-21-00 FICA & Medicare	64,616	4,843.03	4,843.03	7.50	59,772.97	4,099.50
10-505.01-22-00 Retirement	36,320	2,529.27	2,529.27	6.96	33,790.73	2,403.19
10-505.01-41-00 Membership Fees & Dues	950	145.00	145.00	15.26	805.00	550.00
10-505.01-41-02 Professional Development	6,100	12.75	12.75	0.21	6,087.25	162.75
10-505.01-43-00 Tuition Reimbursement	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL PERSONNEL	954,636	74,339.15	74,339.15	7.79	880,296.85	63,305.02
<u>INSURANCE</u>						
10-505.02-02-00 Health, Life & Dental	127,900	13,486.97	13,486.97	10.54	114,413.03	10,077.97
10-505.02-03-00 Workers Compensation	21,000	0.00	0.00	0.00	21,000.00	0.00
10-505.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	149,900	13,486.97	13,486.97	9.00	136,413.03	10,077.97
<u>UTILITIES</u>						
10-505.03-01-00 Telephone & Voicemail	1,500	0.00	0.00	0.00	1,500.00	93.91
10-505.03-05-00 Mobile Phone & Pagers	4,500	65.00	65.00	1.44	4,435.00	342.45
TOTAL UTILITIES	6,000	65.00	65.00	1.08	5,935.00	436.36
<u>CAPITAL EXPENDITURES</u>						
10-505.04-01-00 Vehicle	55,750	0.00	0.00	0.00	55,750.00	0.00
TOTAL CAPITAL EXPENDITURES	55,750	0.00	0.00	0.00	55,750.00	0.00
<u>OTHER PURCHASES</u>						
10-505.05-01-00 Office Supplies & Consum	2,800	59.00	59.00	2.11	2,741.00	248.34
10-505.05-02-00 Postage	250	0.00	0.00	0.00	250.00	5.35
10-505.05-04-00 Printing	500	0.00	0.00	0.00	500.00	0.00
10-505.05-20-00 Small Office Equipment	1,000	0.00	0.00	0.00	1,000.00	49.98
10-505.05-21-00 Equipment and Handtools	9,000	0.00	0.00	0.00	9,000.00	68.16
10-505.05-22-01 Terminal - KC	1,650	62.56	62.56	3.79	1,587.44	62.56
10-505.05-22-02 Terminal - Platte Co	2,500	0.00	0.00	0.00	2,500.00	161.04
10-505.05-31-00 Uniforms	10,000	792.99	792.99	7.93	9,207.01	248.57
10-505.05-99-00 Other Purchases	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	28,200	914.55	914.55	3.24	27,285.45	844.00
<u>MAINTENANCE</u>						
10-505.06-21-00 Vehicle Repair & Mainten	15,000	312.31	312.31	2.08	14,687.69	1,181.79
10-505.06-21-01 Equipment Repair & Maint	1,000	0.00	0.00	0.00	1,000.00	50.00
10-505.06-22-00 Vehicle Gas & Oil	45,000	0.00	0.00	0.00	45,000.00	2,907.33
10-505.06-32-02 Crimestar Maintenance	1,500	0.00	0.00	0.00	1,500.00	0.00
10-505.06-34-00 Office Equipment/Mainten	850	76.05	76.05	8.95	773.95	66.13
TOTAL MAINTENANCE	63,350	388.36	388.36	0.61	62,961.64	4,205.25
<u>CITY SERVICES</u>						
10-505.07-56-00 Hiring/Substance Screeni	4,000	0.00	0.00	0.00	4,000.00	0.00
10-505.07-57-00 Crime Commission	500	0.00	0.00	0.00	500.00	0.00

C I T Y O F P A R K V I L L E
 R E V E N U E A N D E X P E N S E R E P O R T
 A S O F : J A N U A R Y 3 1 S T , 2 0 1 4

10 -General Fund

POLICE

08.33% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-505.07-81-00 Lab Work	2,000	0.00	0.00	0.00	2,000.00	0.00
10-505.07-90-00 Contractual Service Agree	2,000	360.00	360.00	18.00	1,640.00	360.00
10-505.07-99-00 Other City Services	400	0.00	0.00	0.00	400.00	0.00
TOTAL CITY SERVICES	8,900	360.00	360.00	4.04	8,540.00	360.00
<u>OTHER EXPENDITURES</u>						
10-505.09-21-00 Miscellaneous	350	100.00	100.00	28.57	250.00	0.00
10-505.09-21-04 Harvester Deer Donation	1,500	90.00	90.00	6.00	1,410.00	650.00
TOTAL OTHER EXPENDITURES	1,850	190.00	190.00	10.27	1,660.00	650.00
TOTAL POLICE	1,268,586	89,744.03	89,744.03	7.07	1,178,841.97	79,878.60

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
MUNICIPAL COURT
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-510.01-01-00 Salaries	46,457	3,765.48	3,765.48	8.11	42,691.52	3,750.52
10-510.01-03-00 Overtime	500	0.00	0.00	0.00	500.00	0.00
10-510.01-11-00 Judge	18,000	1,384.62	1,384.62	7.69	16,615.38	1,384.62
10-510.01-21-00 FICA & Medicare	4,969	387.22	387.22	7.79	4,581.78	387.05
10-510.01-22-00 Retirement	1,737	109.10	109.10	6.28	1,627.90	113.63
10-510.01-32-00 Expense Allow - Judge	650	45.00	45.00	6.92	605.00	45.00
10-510.01-41-00 Memberships, Fees & Dues	500	0.00	0.00	0.00	500.00	150.00
10-510.01-41-02 Professional Development	3,500	25.00	25.00	0.71	3,475.00	0.00
10-510.01-51-00 Prosecutor/Assistant	22,000	1,850.00	1,850.00	8.41	20,150.00	1,850.00
10-510.01-51-02 Public Defender	6,500	541.67	541.67	8.33	5,958.33	541.67
TOTAL PERSONNEL	104,813	8,108.09	8,108.09	7.74	96,704.91	8,222.49
INSURANCE						
10-510.02-02-00 Health, Life & Dental	6,550	912.35	912.35	13.93	5,637.65	632.74
10-510.02-03-00 Workers Compensation	2,200	0.00	0.00	0.00	2,200.00	0.00
10-510.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	9,750	912.35	912.35	9.36	8,837.65	632.74
UTILITIES						
10-510.03-05-00 Mobile Phone & Pagers	120	10.00	10.00	8.33	110.00	10.00
TOTAL UTILITIES	120	10.00	10.00	8.33	110.00	10.00
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-510.05-01-00 Office Supplies & Consum	1,800	20.71	20.71	1.15	1,779.29	0.00
10-510.05-02-00 Postage	500	0.00	0.00	0.00	500.00	3.15
10-510.05-04-00 Printing	4,000	0.00	0.00	0.00	4,000.00	0.00
10-510.05-05-00 Publications	350	0.00	0.00	0.00	350.00	0.00
10-510.05-06-00 Processing Fees	1,500	0.00	0.00	0.00	1,500.00	0.00
10-510.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	0.00
TOTAL OTHER PURCHASES	8,250	20.71	20.71	0.25	8,229.29	3.15
MAINTENANCE						
10-510.06-32-00 REJIS System	400	0.00	0.00	0.00	400.00	0.00
10-510.06-33-00 Software Support Agreeme	2,200	0.00	0.00	0.00	2,200.00	0.00
10-510.06-34-00 Office Equipment Mainten	480	275.00	275.00	57.29	205.00	0.00
TOTAL MAINTENANCE	3,080	275.00	275.00	8.93	2,805.00	0.00
CITY SERVICES						
10-510.07-80-00 Boarding of Prisoners	14,000	0.00	0.00	0.00	14,000.00	490.00
10-510.07-82-00 Bailiff	6,000	502.59	502.59	8.38	5,497.41	465.16
10-510.07-82-01 Translator	800	293.00	293.00	36.63	507.00	100.00
TOTAL CITY SERVICES	20,800	795.59	795.59	3.82	20,004.41	1,055.16

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
MUNICIPAL COURT
EXPENDITURES

06.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER EXPENDITURES</u>						
10-510.09-21-00 Miscellaneous	500	15.00	15.00	3.00	485.00	0.00
TOTAL OTHER EXPENDITURES	500	15.00	15.00	3.00	485.00	0.00
TOTAL MUNICIPAL COURT	147,313	10,136.74	10,136.74	6.88	137,176.26	9,923.54

REVENUE AND EXPENSE REPORT

AS OF: JANUARY 31ST, 2014

10 -General Fund
 PUBLIC WORKS
 EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-515.01-01-00 Salaries	98,000	5,783.26	5,783.26	5.90	92,216.74	5,680.82
10-515.01-21-00 FICA & Medicare	7,497	430.56	430.56	5.74	7,066.44	425.02
10-515.01-22-00 Retirement	2,812	213.98	213.98	7.61	2,598.02	227.24
10-515.01-33-00 Auto Allow-Public Wks Di	3,000	250.00	250.00	8.33	2,750.00	250.00
10-515.01-41-00 Membership Fees & Dues	500	0.00	0.00	0.00	500.00	0.00
10-515.01-41-02 Professional Development	2,600	50.00	50.00	1.92	2,550.00	0.00
TOTAL PERSONNEL	114,409	6,727.80	6,727.80	5.88	107,681.20	6,583.08
<u>INSURANCE</u>						
10-515.02-02-00 Health, Life & Dental	6,675	526.84	526.84	7.89	6,148.16	497.72
10-515.02-03-00 Workers Compensation	200	0.00	0.00	0.00	200.00	0.00
10-515.02-04-00 Unemployment	500	0.00	0.00	0.00	500.00	0.00
TOTAL INSURANCE	7,375	526.84	526.84	7.14	6,848.16	497.72
<u>UTILITIES</u>						
10-515.03-05-00 Mobile Phones & Pagers	480	40.00	40.00	8.33	440.00	40.00
TOTAL UTILITIES	480	40.00	40.00	8.33	440.00	40.00
<u>CAPITAL EXPENDITURES</u>						
10-515.04-90-00 Stormwater Projects	95,000	0.00	0.00	0.00	95,000.00	0.00
TOTAL CAPITAL EXPENDITURES	95,000	0.00	0.00	0.00	95,000.00	0.00
<u>OTHER PURCHASES</u>						
10-515.05-01-00 Office Supplies & Consum	850	0.00	0.00	0.00	850.00	29.39
10-515.05-02-00 Postage	150	0.00	0.00	0.00	150.00	0.45
10-515.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	0.00
10-515.05-31-00 Uniforms	100	0.00	0.00	0.00	100.00	0.00
10-515.05-32-00 Other Purchases	100	0.00	0.00	0.00	100.00	0.00
TOTAL OTHER PURCHASES	1,300	0.00	0.00	0.00	1,300.00	29.84
<u>MAINTENANCE</u>						
10-515.06-36-00 Tornado Siren	2,450	606.00	606.00	24.73	1,844.00	606.00
TOTAL MAINTENANCE	2,450	606.00	606.00	24.73	1,844.00	606.00
<u>PROFESSIONAL FEES</u>						
10-515.08-03-00 Engineer & Planning Fees	20,000	0.00	0.00	0.00	20,000.00	0.00
TOTAL PROFESSIONAL FEES	20,000	0.00	0.00	0.00	20,000.00	0.00
<u>OTHER EXPENDITURES</u>						
10-515.09-21-00 Miscellaneous	400	0.00	0.00	0.00	400.00	60.00
TOTAL OTHER EXPENDITURES	400	0.00	0.00	0.00	400.00	60.00
TOTAL PUBLIC WORKS	241,414	7,900.64	7,900.64	3.27	233,513.36	7,816.64

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
COMMUNITY DEVELOPMENT
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-518.01-01-00 Salaries	195,300	13,880.51	13,880.51	7.11	181,419.49	15,542.28
10-518.01-21-00 FICA & Medicare	14,940	969.80	969.80	6.49	13,970.20	1,065.64
10-518.01-22-00 Retirement	7,226	501.36	501.36	6.94	6,724.64	620.05
10-518.01-31-00 Auto Allowance - Other	2,400	200.00	200.00	8.33	2,200.00	200.00
10-518.01-41-00 Membership Fees & Dues	1,675	0.00	0.00	0.00	1,675.00	170.00
10-518.01-41-02 Professional Development	6,400	0.00	0.00	0.00	6,400.00	0.00
TOTAL PERSONNEL	227,941	15,551.67	15,551.67	6.82	212,389.33	17,597.97
INSURANCE						
10-518.02-02-00 Health, Life & Dental	21,925	2,797.44	2,797.44	12.76	19,127.56	2,637.63
10-518.02-03-00 Workers Compensation	1,200	0.00	0.00	0.00	1,200.00	0.00
10-518.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	24,125	2,797.44	2,797.44	11.60	21,327.56	2,637.63
UTILITIES						
10-518.03-05-00 Mobile Phones & Pagers	1,500	0.00	0.00	0.00	1,500.00	104.04
TOTAL UTILITIES	1,500	0.00	0.00	0.00	1,500.00	104.04
CAPITAL EXPENDITURES						
10-518.04-23-00 Planning Studies	35,000	0.00	0.00	0.00	35,000.00	0.00
10-518.04-41-00 Development	35,000	0.00	0.00	0.00	35,000.00	0.00
TOTAL CAPITAL EXPENDITURES	70,000	0.00	0.00	0.00	70,000.00	0.00
OTHER PURCHASES						
10-518.05-01-00 Office Supplies & Consum	600	15.00	15.00	2.50	585.00	16.19
10-518.05-02-00 Postage	500	0.00	0.00	0.00	500.00	0.00
10-518.05-04-00 Printing	500	0.00	0.00	0.00	500.00	5.00
10-518.05-05-00 Publications	0	0.00	0.00	0.00	0.00	720.40
10-518.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	0.00
10-518.05-21-00 Equipment & Handtools	300	0.00	0.00	0.00	300.00	0.00
10-518.05-31-00 Uniforms	400	0.00	0.00	0.00	400.00	0.00
TOTAL OTHER PURCHASES	2,400	15.00	15.00	0.63	2,385.00	741.59
MAINTENANCE						
10-518.06-21-00 Vehicle Repair & Mainten	2,200	0.00	0.00	0.00	2,200.00	244.02
10-518.06-22-00 Vehicle Gas & Oil	1,800	0.00	0.00	0.00	1,800.00	123.62
TOTAL MAINTENANCE	4,000	0.00	0.00	0.00	4,000.00	367.64
CITY SERVICES						
10-518.07-02-01 Public Notices	800	0.00	0.00	0.00	800.00	0.00
TOTAL CITY SERVICES	800	0.00	0.00	0.00	800.00	0.00
PROFESSIONAL FEES						
10-518.08-03-00 Engineering & Planning F	3,000	0.00	0.00	0.00	3,000.00	0.00
10-518.08-03-02 NPDES II / Arcview	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL PROFESSIONAL FEES	4,500	0.00	0.00	0.00	4,500.00	0.00

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: JANUARY 31ST, 2014

10 -General Fund

COMMUNITY DEVELOPMENT
 EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<hr/>						
OTHER EXPENDITURES						
10-518.09-21-00 Miscellaneous	100	0.00	0.00	0.00	100.00	0.00
TOTAL OTHER EXPENDITURES	100	0.00	0.00	0.00	100.00	0.00
TOTAL COMMUNITY DEVELOPMENT	335,366	18,364.11	18,364.11	5.48	317,001.89	21,448.87

10 -General Fund
STREET DEPARTMENT
EXPENDITURES

08.33* OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-520.01-01-00 Salaries	230,700	19,693.36	19,693.36	8.54	211,006.64	17,376.66
10-520.01-03-00 Overtime	15,000	1,847.14	1,847.14	12.31	13,152.86	935.95
10-520.01-21-00 FICA & Medicare	18,796	1,593.83	1,593.83	8.48	17,202.17	1,296.32
10-520.01-22-00 Retirement	9,091	707.66	707.66	7.78	8,383.34	726.75
10-520.01-41-02 Professional Development	300	0.00	0.00	0.00	300.00	0.00
TOTAL PERSONNEL	273,887	23,841.99	23,841.99	8.71	250,045.01	20,335.68
INSURANCE						
10-520.02-02-00 Health, Life & Dental	32,850	2,977.30	2,977.30	9.06	29,872.70	3,507.11
10-520.02-03-00 Workers Compensation	12,000	0.00	0.00	0.00	12,000.00	0.00
10-520.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL INSURANCE	46,350	2,977.30	2,977.30	6.42	43,372.70	3,507.11
UTILITIES						
10-520.03-01-00 Telephone & Voicemail	1,500	0.00	0.00	0.00	1,500.00	115.32
10-520.03-02-00 Electricity	3,000	403.24	403.24	13.44	2,596.76	706.31
10-520.03-03-00 Gas	2,000	341.74	341.74	17.09	1,658.26	280.94
10-520.03-04-00 Water	4,000	38.00	38.00	0.95	3,962.00	311.57
10-520.03-05-00 Mobile Phones & Pagers	2,500	0.00	0.00	0.00	2,500.00	208.09
10-520.03-09-00 Trash Hauling	600	0.00	0.00	0.00	600.00	0.00
TOTAL UTILITIES	13,600	782.98	782.98	5.76	12,817.02	1,622.23
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-520.05-01-00 Office Supplies & Consum	800	80.95	80.95	10.12	719.05	47.15
10-520.05-20-00 Small Office Equipment	400	0.00	0.00	0.00	400.00	0.00
10-520.05-21-00 Handtools	4,000	56.65	56.65	1.42	3,943.35	426.71
10-520.05-31-00 Uniforms	2,600	0.00	0.00	0.00	2,600.00	0.00
TOTAL OTHER PURCHASES	7,800	137.60	137.60	1.76	7,662.40	473.86
MAINTENANCE						
10-520.06-01-00 Building Maint & Repair	0	0.00	0.00	0.00	0.00	1,843.77
10-520.06-01-01 Security System	0	0.00	0.00	0.00	0.00	157.50
10-520.06-21-00 Vehicle Repair & Mainten	0	0.00	0.00	0.00	0.00	314.86
10-520.06-21-01 Equipment Repair & Maint	0	90.14	90.14	0.00	(90.14)	564.89
10-520.06-22-00 Vehicle Gas & Oil	0	0.00	0.00	0.00	0.00	1,837.90
10-520.06-22-01 Equipment Gas & Oil	0	0.00	0.00	0.00	0.00	49.67
TOTAL MAINTENANCE	0	90.14	90.14	0.00	(90.14)	4,768.59
CITY SERVICES						
10-520.07-20-00 Snow Removal Supplies	0	0.00	0.00	0.00	0.00	5,561.14
10-520.07-33-00 Street Repair Materials	0	0.00	0.00	0.00	0.00	78.50
10-520.07-41-00 Street Lights-Electricit	0	835.10	835.10	0.00	(835.10)	16,899.89
10-520.07-43-00 Spring/Fall Cleanup	11,500	0.00	0.00	0.00	11,500.00	0.00
10-520.07-43-01 Recycling Extravaganza	500	0.00	0.00	0.00	500.00	0.00
10-520.07-43-02 HHW Collection Event	400	0.00	0.00	0.00	400.00	0.00

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: JANUARY 31ST, 2014

10 -General Fund
 STREET DEPARTMENT
 EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-520.07-51-00 Mosquito & Weed Control	2,000	0.00	0.00	0.00	2,000.00	0.00
10-520.07-52-00 Tree Trimming & Removal	4,000	0.00	0.00	0.00	4,000.00	450.00
10-520.07-55-00 Animal Control	100	0.00	0.00	0.00	100.00	0.00
TOTAL CITY SERVICES	18,500	835.10	835.10	4.51	17,664.90	22,979.53
<u>PROFESSIONAL FEES</u>						
10-520.08-03-02 NPDES II/Arcview Program	0	60.00	60.00	0.00	(60.00)	0.00
TOTAL PROFESSIONAL FEES	0	60.00	60.00	0.00	(60.00)	0.00
<u>OTHER EXPENDITURES</u>						
TOTAL STREET DEPARTMENT	360,137	28,725.11	28,725.11	7.98	331,411.89	53,687.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
PARKS DEPARTMENT
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-525.01-01-00 Salaries	119,400	9,869.43	9,869.43	8.27	109,530.57	8,845.09
10-525.01-03-00 Overtime	7,500	598.72	598.72	7.98	6,901.28	579.40
10-525.01-05-00 Seasonal Landscape Maint	30,000	0.00	0.00	0.00	30,000.00	0.00
10-525.01-21-00 FICA & Medicare	9,708	734.40	734.40	7.56	8,973.60	659.77
10-525.01-22-00 Retirement	4,695	387.32	387.32	8.25	4,307.68	376.91
10-525.01-41-00 Membership Fees & Dues	100	0.00	0.00	0.00	100.00	15.00
10-525.01-41-02 Professional Development	350	0.00	0.00	0.00	350.00	0.00
TOTAL PERSONNEL	171,753	11,589.87	11,589.87	6.75	160,163.13	10,476.17
INSURANCE						
10-525.02-02-00 Health, Life & Dental	18,200	2,345.70	2,345.70	12.89	15,854.30	1,638.29
10-525.02-03-00 Workers Compensation	5,705	0.00	0.00	0.00	5,705.00	0.00
10-525.02-04-00 Unemployment	500	0.00	0.00	0.00	500.00	0.00
TOTAL INSURANCE	24,405	2,345.70	2,345.70	9.61	22,059.30	1,638.29
UTILITIES						
10-525.03-01-00 Telephone & Voicemail	1,500	0.00	0.00	0.00	1,500.00	112.06
10-525.03-02-00 Electricity	10,000	975.98	975.98	9.76	9,024.02	855.77
10-525.03-03-00 Gas	1,200	254.86	254.86	21.24	945.14	265.81
10-525.03-04-00 Water	12,500	396.58	396.58	3.17	12,103.42	406.43
10-525.03-05-00 Mobile Phones & Pagers	1,800	0.00	0.00	0.00	1,800.00	104.04
10-525.03-09-00 Trash Hauling	2,400	0.00	0.00	0.00	2,400.00	0.00
TOTAL UTILITIES	29,400	1,627.42	1,627.42	5.54	27,772.58	1,744.11
CAPITAL EXPENDITURES						
10-525.04-31-00 Equipment & Machinery	15,000	0.00	0.00	0.00	15,000.00	0.00
10-525.04-72-00 Maintenance-ELP	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL CAPITAL EXPENDITURES	25,000	0.00	0.00	0.00	25,000.00	0.00
OTHER PURCHASES						
10-525.05-01-00 Office Supplies & Consum	600	59.11	59.11	9.85	540.89	75.35
10-525.05-02-00 Postage	50	8.75	8.75	17.50	41.25	0.00
10-525.05-04-00 Printing	100	0.00	0.00	0.00	100.00	0.00
10-525.05-05-00 Publications	100	0.00	0.00	0.00	100.00	0.00
10-525.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	0.00
10-525.05-21-00 Equipment & Handtools	5,500	0.00	0.00	0.00	5,500.00	91.39
10-525.05-31-00 Uniforms	1,200	0.00	0.00	0.00	1,200.00	0.00
10-525.05-41-01 Restroom Supplies	1,800	0.00	0.00	0.00	1,800.00	14.46
10-525.05-41-02 Trash Bags	5,000	0.00	0.00	0.00	5,000.00	0.00
10-525.05-41-03 Park Enhancements	3,000	0.00	0.00	0.00	3,000.00	732.00
10-525.05-42-00 Grass Seed & Fertilizer	2,800	0.00	0.00	0.00	2,800.00	0.00
10-525.05-99-00 Other Purchases	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	20,750	67.86	67.86	0.33	20,682.14	913.20
MAINTENANCE						
10-525.06-01-00 Buildings Maint & Repair	4,500	186.99	186.99	4.16	4,313.01	18.55
10-525.06-03-00 Restrooms	5,300	0.00	0.00	0.00	5,300.00	39.99

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
PARKS DEPARTMENT
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-525.06-05-02 Ballfield Maintenance	800	0.00	0.00	0.00	800.00	0.00
10-525.06-05-03 Trail Maintenance	3,200	0.00	0.00	0.00	3,200.00	0.00
10-525.06-12-00 Playground Equipment Rep	1,500	0.00	0.00	0.00	1,500.00	0.00
10-525.06-13-00 Spirit Fountain	1,300	0.00	0.00	0.00	1,300.00	0.00
10-525.06-21-00 Vehicle Repair & Mainten	5,500	0.00	0.00	0.00	5,500.00	0.00
10-525.06-21-01 Equipment Repair & Maint	2,800	0.00	0.00	0.00	2,800.00	353.51
10-525.06-21-02 Tractor Mowing Equipment	3,000	0.00	0.00	0.00	3,000.00	0.00
10-525.06-22-00 Vehicle Gas & Oil	7,500	343.00	343.00	4.57	7,843.00	234.27
10-525.06-22-01 Equipment Gas & Oil	5,500	0.00	0.00	0.00	5,500.00	15.45
TOTAL MAINTENANCE	40,900	156.01	156.01	0.38	41,056.01	661.77
<u>CITY SERVICES</u>						
10-525.07-20-00 Rental of Portable Toile	3,000	220.00	220.00	7.33	2,780.00	220.00
10-525.07-51-00 Mosquito & Weed Control	2,500	0.00	0.00	0.00	2,500.00	0.00
10-525.07-51-01 Landscaping	2,000	0.00	0.00	0.00	2,000.00	0.00
10-525.07-52-00 Tree Trimming & Removal	5,000	0.00	0.00	0.00	5,000.00	0.00
10-525.07-60-00 Rental Equipment	800	0.00	0.00	0.00	800.00	0.00
TOTAL CITY SERVICES	13,300	220.00	220.00	1.65	13,080.00	220.00
<u>OTHER EXPENDITURES</u>						
10-525.09-21-00 Miscellaneous	1,500	0.00	0.00	0.00	1,500.00	2,815.11
TOTAL OTHER EXPENDITURES	1,500	0.00	0.00	0.00	1,500.00	2,815.11
TOTAL PARKS DEPARTMENT	327,008	15,694.84	15,694.84	4.80	311,313.16	18,468.65

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

10 -General Fund
NATURE SANCTUARY
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-535.01-01-00 Salaries	18,000	1,153.92	1,153.92	6.41	16,846.08	576.94
10-535.01-21-00 FICA & Medicare	1,350	88.28	88.28	6.54	1,261.72	44.14
10-535.01-31-00 Expense Allowance-Other	200	0.00	0.00	0.00	200.00	0.00
TOTAL PERSONNEL	19,550	1,242.20	1,242.20	6.35	18,307.80	621.08
<u>UTILITIES</u>						
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-535.05-01-00 Office Supplies & Consum	100	0.00	0.00	0.00	100.00	0.00
10-535.05-02-00 Postage	50	0.00	0.00	0.00	50.00	0.00
10-535.05-04-00 Printing	500	0.00	0.00	0.00	500.00	0.00
10-535.05-21-00 Equipment & Handtools	450	62.97	62.97	13.99	387.03	0.00
10-535.05-41-00 Materials	1,200	0.00	0.00	0.00	1,200.00	0.00
10-535.05-42-00 Program Expenses	2,700	0.00	0.00	0.00	2,700.00	0.00
TOTAL OTHER PURCHASES	5,000	62.97	62.97	1.26	4,937.03	0.00
<u>MAINTENANCE</u>						
10-535.06-05-03 Trail Maintenance	1,500	0.00	0.00	0.00	1,500.00	0.00
10-535.06-21-00 Vehicle Repair & Mainten	1,000	0.00	0.00	0.00	1,000.00	0.00
10-535.06-21-01 Equipment Repair & Maint	150	0.00	0.00	0.00	150.00	0.00
10-535.06-22-00 Vehicle Gas & Oil	600	0.00	0.00	0.00	600.00	0.00
TOTAL MAINTENANCE	3,250	0.00	0.00	0.00	3,250.00	0.00
<u>CITY SERVICES</u>						
<u>OTHER EXPENDITURES</u>						
10-535.09-21-00 Miscellaneous	500	0.00	0.00	0.00	500.00	119.61
TOTAL OTHER EXPENDITURES	500	0.00	0.00	0.00	500.00	119.61
TOTAL NATURE SANCTUARY	28,300	1,305.17	1,305.17	4.61	26,994.83	740.69

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: JANUARY 31ST, 2014

10 -General Fund
 CHANNEL 2 & WEBSITE
 EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-540.01-52-00 Technical Consultant/Int	9,000	0.00	0.00	0.00	9,000.00	2,420.00
10-540.01-53-00 Production Assistant/Int	2,100	0.00	0.00	0.00	2,100.00	0.00
TOTAL PERSONNEL	11,100	0.00	0.00	0.00	11,100.00	2,420.00
<u>CAPITAL EXPENDITURES</u>						
10-540.04-21-00 Office Equipment	200	0.00	0.00	0.00	200.00	0.00
TOTAL CAPITAL EXPENDITURES	200	0.00	0.00	0.00	200.00	0.00
<u>OTHER PURCHASES</u>						
10-540.05-03-00 Computer Equip/Access/Pr	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	500	0.00	0.00	0.00	500.00	0.00
<u>MAINTENANCE</u>						
10-540.06-31-00 Computer Maintenance	600	0.00	0.00	0.00	600.00	0.00
TOTAL MAINTENANCE	600	0.00	0.00	0.00	600.00	0.00
<u>OTHER EXPENDITURES</u>						
10-540.09-05-00 Newsletter/Website	4,000	0.00	0.00	0.00	4,000.00	0.00
10-540.09-05-01 Website Maintenance	1,200	0.00	0.00	0.00	1,200.00	0.00
TOTAL OTHER EXPENDITURES	5,200	0.00	0.00	0.00	5,200.00	0.00
TOTAL CHANNEL 2 & WEBSITE	17,600	0.00	0.00	0.00	17,600.00	2,420.00

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: JANUARY 31ST, 2014

10 -General Fund
 TRANSFERS OUT
 EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
10-550.20-04-00 Transfer to Reserve Fund	0	26,416.66	26,416.66	0.00	(26,416.66)	0.00
TOTAL TRANSFERS-OTHER SOURCES	0	26,416.66	26,416.66	0.00	(26,416.66)	0.00
TOTAL TRANSFERS OUT	0	26,416.66	26,416.66	0.00	(26,416.66)	0.00

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: JANUARY 31ST, 2014

10 -General Fund

IT

08.33 OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-555.01-52-00 Information Technology S	25,500	1,351.50	1,351.50	5.30	24,148.50	1,000.00
10-555.01-53-00 Specialized Support Cont	0	0.00	0.00	0.00	0.00	1,000.00
TOTAL PERSONNEL	25,500	1,351.50	1,351.50	5.30	24,148.50	2,000.00
<u>INSURANCE</u>						
10-555.02-02-00 Software	19,100	0.00	0.00	0.00	19,100.00	0.00
10-555.02-04-00 Domain Registrations	175	0.00	0.00	0.00	175.00	0.00
TOTAL INSURANCE	19,275	0.00	0.00	0.00	19,275.00	0.00
<u>MAINTENANCE</u>						
10-555.06-01-00 Maintenance & Repair	2,125	0.00	0.00	0.00	2,125.00	0.00
TOTAL MAINTENANCE	2,125	0.00	0.00	0.00	2,125.00	0.00
TOTAL IT	46,900	1,351.50	1,351.50	2.88	45,548.50	2,000.00
TOTAL EXPENDITURES	4,220,510	280,215.98	280,215.98	6.64	3,940,294.02	308,633.81
=====	=====	=====	=====	=====	=====	=====
EXCESS REVENUES OVER/(UNDER) EXPENDITURE	331,710	960,059.40	960,059.40		0.00	827,610.11

Sewer Fund (30)

Last Updated 02/13/14

	2011 Actual	2012 Actual	2013 Budget	2013 Unaudited	2014 Budget	2014 YTD	2014 Projected	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
<i>Beginning Fund Balance</i>	\$426,505	\$ 493,616	\$ 590,000	\$ 605,952	\$ 489,897	\$ 526,653	\$ 526,653	\$ 533,362	\$ 377,359	\$ 353,435	\$ 305,594	\$ 363,933
Revenues												
<i>Projected Rate Increase</i>					3.50%	3.00%	3.00%	3.00%	3.00%	2.00%	0.00%	0.00%
Sewer Charges	907,088	962,603	945,000	931,425	968,760	85,903	959,368	988,149	1,017,793	1,038,149	1,038,149	1,038,149
Sewer Tap Fees	19,500	33,000	22,500	30,000	22,500	4,536	22,500	22,838	23,180	23,528	23,881	24,239
Sewer Impact Fees	18,200	30,800	21,000	28,000	21,000	4,200	21,000	21,315	21,635	21,959	22,289	22,623
MOAW Bill Collection Payment	636	715	-	686	650	-	650	650	650	650	650	650
Grinder Pump Administrative Fee	4,620	4,620	4,620	3,850	4,620	-	4,620	4,620	4,620	4,620	4,620	4,620
Interest Income	9,061	6,611	4,300	5,997	2,000	365	2,000	2,020	2,040	2,061	2,081	2,102
Transfer from Sewer CIP (33)	-	-	-	-	275,478	-	293,335	-	-	-	-	-
Miscellaneous	35	-	-	-	-	-	-	-	-	-	-	-
Sewer Fund Revenues:	959,140	1,038,349	997,420	999,958	1,295,008	95,004	1,303,473	1,039,591	1,069,918	1,090,967	1,091,670	1,092,383
Total Sources:	1,385,645	1,531,965	1,587,420	1,605,910	1,784,905	621,657	1,830,126	1,572,953	1,447,278	1,444,402	1,397,264	1,456,316
Expenditures												
Operating Expenses	388,097	453,316	473,413	435,953	514,201	26,937	514,201	479,662	481,340	486,857	488,561	495,889
Capital Expenses	16,415	18,146	77,000	2,656	474,007	468	482,007	412,379	311,049	347,696	237,811	312,811
Debt Service	273,917	198,952	203,000	203,217	200,556	14,391	200,556	202,053	198,431	199,687	200,823	200,000
Transfer to General Fund - Admin Fee	70,000	75,000	100,000	100,000	100,000	8,333	100,000	101,500	103,023	104,568	106,136	107,728
Other Transfers	143,600	180,600	338,000	337,431	-	-	-	-	-	-	-	-
Sewer Fund Expenditures:	892,029	926,014	1,191,413	1,079,257	1,288,764	50,128	1,296,764	1,195,594	1,093,843	1,138,808	1,033,331	1,116,428
Estimated Working Capital (deficit) :	493,616	605,952	396,007	526,653	496,141	571,528	533,362	377,359	353,435	305,594	363,933	339,888
TARGET*	\$388,441	\$331,031	\$346,353	\$337,205	\$354,106	\$354,106	\$354,106	\$347,343	\$344,522	\$347,543	\$349,497	\$350,904

* Target represents desired working capital of 90 days of operations in addition to the current fiscal year debt service payments as required by the Reserve Policy adopted December 3, 2013, by Resolution No. 12-01-13.

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: JANUARY 31ST, 2014

30 -Sewer Service Fund
 FINANCIAL SUMMARY

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
OTHER REVENUE	1,017,530	94,638.87	94,638.87	9.30	922,891.13	84,193.78
INTEREST INCOME	2,000	364.98	364.98	18.25	1,635.02	577.83
TRANSFERS IN	275,478	0.00	0.00	0.00	275,478.00	0.00
TOTAL REVENUES	1,295,008	95,003.85	95,003.85	7.34	1,200,004.15	84,771.61
=====						
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATIVE	1,288,764	50,128.49	50,128.49	3.89	1,238,635.51	78,186.34
TOTAL EXPENDITURES	1,288,764	50,128.49	50,128.49	3.89	1,238,635.51	78,186.34
=====						
EXCESS REVENUES OVER/(UNDER) EXPENDITURES	6,244	44,875.36	44,875.36		(38,631.36)	6,585.27

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

30 -Sewer Service Fund

ADMINISTRATIVE

08.33% OF FISCAL YEAR COMPLETED

EXPENDITURES	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
30-501.01-01-00 Salaries	12,500	715.09	715.09	5.72	11,784.91	0.00
30-501.01-21-00 FICA & Medicare	956	54.71	54.71	5.72	901.29	0.00
TOTAL PERSONNEL	13,456	769.80	769.80	5.72	12,686.20	0.00
INSURANCE						
30-501.02-01-00 Hazard & Liability	4,500	0.00	0.00	0.00	4,500.00	0.00
TOTAL INSURANCE	4,500	0.00	0.00	0.00	4,500.00	0.00
UTILITIES						
30-501.03-01-00 Telephone & Voicemail	2,400	0.00	0.00	0.00	2,400.00	179.83
30-501.03-02-00 Electricity	35,000	3,078.51	3,078.51	8.80	31,921.49	3,204.98
30-501.03-04-00 Water	3,500	51.82	51.82	1.48	3,448.18	83.17
30-501.03-06-00 Wi-Fi	480	0.00	0.00	0.00	480.00	39.99
30-501.03-09-00 Trash Hauling	600	0.00	0.00	0.00	600.00	125.38
TOTAL UTILITIES	41,980	3,130.33	3,130.33	7.46	38,849.67	3,633.35
CAPITAL EXPENDITURES						
30-501.04-31-00 Equipment & Machinery	20,007	0.00	0.00	0.00	20,007.00	0.00
30-501.04-61-00 Pump Station Improvement	285,000	467.72	467.72	0.16	284,532.28	0.00
TOTAL CAPITAL EXPENDITURES	305,007	467.72	467.72	0.15	304,539.28	0.00
OTHER PURCHASES						
30-501.05-01-00 Office Supplies	100	0.00	0.00	0.00	100.00	0.00
30-501.05-02-00 Postage	10,000	41.99	41.99	0.42	9,958.01	755.50
30-501.05-04-00 Printing	100	0.00	0.00	0.00	100.00	0.00
TOTAL OTHER PURCHASES	10,200	41.99	41.99	0.41	10,158.01	755.50
MAINTENANCE						
30-501.06-01-00 Building Main & Repair	10,000	0.00	0.00	0.00	10,000.00	1,121.63
30-501.06-12-00 Pump Stations Maintenanc	25,000	0.00	0.00	0.00	25,000.00	2,341.73
30-501.06-21-00 Vehicle Repair & Mainten	500	0.00	0.00	0.00	500.00	0.00
30-501.06-21-02 Tractor/Lawn Mowing Equi	300	0.00	0.00	0.00	300.00	0.00
30-501.06-22-00 Vehicle Gas & Oil	3,000	0.00	0.00	0.00	3,000.00	173.62
30-501.06-22-01 Equipment Gas & Oil	1,500	0.00	0.00	0.00	1,500.00	0.00
30-501.06-33-00 Software Support Agreeeme	2,170	0.00	0.00	0.00	2,170.00	0.00
30-501.06-42-00 Line Maintenance	80,000	0.00	0.00	0.00	80,000.00	0.00
30-501.06-99-00 Other Maintenance	89,000	0.00	0.00	0.00	89,000.00	0.00
TOTAL MAINTENANCE	211,470	0.00	0.00	0.00	211,470.00	3,636.98
CITY SERVICES						
30-501.07-34-00 Line Repairs	25,000	0.00	0.00	0.00	25,000.00	985.00
30-501.07-42-00 One Call Utility Locatin	2,000	0.00	0.00	0.00	2,000.00	84.50
30-501.07-42-01 One Call Equipment & Sup	400	0.00	0.00	0.00	400.00	0.00
30-501.07-82-00 KC Water Depart	63,000	0.00	0.00	0.00	63,000.00	0.00
30-501.07-91-00 Odor Control	19,000	0.00	0.00	0.00	19,000.00	0.00
TOTAL CITY SERVICES	109,400	0.00	0.00	0.00	109,400.00	1,069.50

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PROFESSIONAL FEES</u>						
30-501.08-01-00 Attorney Fees	2,500	0.00	0.00	0.00	2,500.00	0.00
30-501.08-03-00 Engineering Fees	11,000	0.00	0.00	0.00	11,000.00	192.00
30-501.08-04-00 Management Contract	275,395	22,949.58	22,949.58	8.33	252,445.42	21,993.75
30-501.08-06-00 Administration Fee	100,000	8,333.33	8,333.33	8.33	91,666.67	8,333.33
TOTAL PROFESSIONAL FEES	388,895	31,282.91	31,282.91	8.04	357,612.09	30,519.08
<u>OTHER EXPENDITURES</u>						
30-501.09-21-00 Miscellaneous	1,500	45.00	45.00	3.00	1,455.00	0.00
30-501.09-22-00 DNR Fees	1,800	0.00	0.00	0.00	1,800.00	0.00
TOTAL OTHER EXPENDITURES	3,300	45.00	45.00	1.36	3,255.00	0.00
<u>BOND/LEASE PAYMENTS</u>						
<u>SYSTEM RENEWAL PROJECT</u>						
30-501.12-11-00 SRF Principal	0	11,666.67	11,666.67	0.00 (11,666.67)	11,666.67
30-501.12-11-01 SRF Interest	0	2,724.07	2,724.07	0.00 (2,724.07)	2,821.93
TOTAL SYSTEM RENEWAL PROJECT	0	14,390.74	14,390.74	0.00 (14,390.74)	14,488.60
<u>TRANSFERS-OTHER SOURCES</u>						
30-501.20-01-01 Transfer to 10 Year CIP	0	0.00	0.00	0.00	0.00	24,083.33
30-501.20-02-02 Trans to Debt Serv (for	18,456	0.00	0.00	0.00	18,456.00	0.00
30-501.20-02-03 Trans to Debt Serv (for	182,100	0.00	0.00	0.00	182,100.00	0.00
TOTAL TRANSFERS-OTHER SOURCES	200,556	0.00	0.00	0.00	200,556.00	24,083.33
TOTAL ADMINISTRATIVE	1,288,764	50,128.49	50,128.49	3.89	1,238,635.51	78,186.34
TOTAL EXPENDITURES	1,288,764	50,128.49	50,128.49	3.89	1,238,635.51	78,186.34
EXCESS REVENUES OVER/(UNDER) EXPENDITURES	6,244	44,875.36	44,875.36		0.00	6,585.27

Transportation Fund (40)

Last Updated 02/13/14

	2011 Actual	2012 Actual	2013 Budget	2013 Unaudited	2014 Budget	2014 YTD	2014 Projected	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
<i>Beginning Fund Balance</i>	\$227,141	\$ 89,288	\$ 113,178	\$ 190,187	\$ 162,317	\$ 159,022	\$ 159,022	\$ (2,214)	\$ (112,653)	\$ (235,410)	\$ (323,311)	\$ (414,678)
Revenues												
Parkville Special Road District	114,870	120,346	121,500	122,341	122,600	-	122,600	125,052	127,553	130,104	132,706	135,360
City Transportation Sales Tax	454,319	380,193	385,000	397,214	400,000	38,143	400,000	408,000	416,160	424,483	432,973	441,632
Motor Fuel Tax	123,157	141,412	150,000	140,752	141,000	11,670	141,000	143,820	146,696	149,630	152,623	155,675
County Transportation Sales Tax	123,552	137,379	135,000	134,865	138,000	-	138,000	140,760	143,575	146,447	149,376	152,363
Curb/Sidewalk Cost Share			-	-	-	10,000	8,800	-	-	-	-	-
Interest Income			-	-	-	-	-	-	-	-	-	-
Refunds		80,250										
MPR Safety Funds							4,300					
Leased Properties		6,470	-	900	-	-	-	-	-	-	-	-
Transportation Fund Revenues:	815,898	866,050	791,500	796,072	801,600	59,813	814,700	817,632	833,985	850,664	867,678	885,031
Total Sources:	1,043,039	955,338	904,678	986,259	963,917	218,835	973,722	815,418	721,331	615,254	544,366	470,353
Expenditures												
Administration		-	-	-	-	-	-	-	-	-	-	-
Streets - Capital	171,177	196,151	135,000	91,236	295,000	-	302,137	250,000	268,500	240,000	250,000	240,000
Streets - Operating					313,050	9,645	318,800	317,746	322,512	327,350	332,260	337,244
Transfers	782,574	569,000	736,000	736,000	355,000	29,583	355,000	360,325	365,730	371,216	376,784	382,436
Transportation Fund Expenditures:	953,751	765,151	871,000	827,236	963,050	39,228	975,937	928,071	956,742	938,565	959,044	959,680
Estimated Ending Balance (deficit):	89,288	190,187	33,678	159,022	867	179,607	(2,214)	(112,653)	(235,410)	(323,311)	(414,678)	(489,326)

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: JANUARY 31ST, 2014

40 -Transportation Fund
 FINANCIAL SUMMARY

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAXES	122,600	0.00	0.00	0.00	122,600.00	0.00
SALES TAXES	<u>679,000</u>	<u>49,812.78</u>	<u>49,812.78</u>	<u>7.34</u>	<u>629,187.22</u>	<u>47,052.72</u>
TOTAL REVENUES	801,600	49,812.78	49,812.78	6.21	751,787.22	47,052.72
=====						
<u>EXPENDITURE SUMMARY</u>						
STREET DEPARTMENT	608,050	(355.08)	(355.08)	0.06	608,405.08	0.00
TRANSFERS	<u>355,000</u>	<u>29,583.33</u>	<u>29,583.33</u>	<u>8.33</u>	<u>325,416.67</u>	<u>61,333.33</u>
TOTAL EXPENDITURES	963,050	29,228.25	29,228.25	3.03	933,821.75	61,333.33
=====						
EXCESS REVENUES OVER/(UNDER) EXPENDITURE	(161,450)	20,584.53	20,584.53	(182,034.53)	(14,280.61)

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

40 -Transportation Fund

FINANCIAL SUMMARY

08.33% OF FISCAL YEAR COMPLETED

REVENUES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	* USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
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TAXES

40-41006-00 Parkville Special Rd Distric	122,600	0.00	0.00	0.00	122,600.00	0.00
TOTAL TAXES	122,600	0.00	0.00	0.00	122,600.00	0.00

SALES TAXES

40-41404-00 City Transportation Sales Ta	400,000	38,142.82	38,142.82	9.54	361,857.18	35,498.00
40-41405-00 Motor Fuel Tax	141,000	11,669.96	11,669.96	8.28	129,330.04	11,554.72
40-41406-00 County Trans Sales Tax	138,000	0.00	0.00	0.00	138,000.00	0.00
TOTAL SALES TAXES	679,000	49,812.78	49,812.78	7.34	629,187.22	47,052.72

OTHER REVENUE

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INTEREST INCOME

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MISCELLANEOUS REVENUE

--	--	--	--	--	--	--

TRANSFERS IN

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TRANSFERS

--	--	--	--	--	--	--

TOTAL REVENUE	801,600	49,812.78	49,812.78	6.21	751,787.22	47,052.72
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CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

40 -Transportation Fund
ADMINISTRATION
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
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INSURANCE

CAPITAL EXPENDITURES

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

40 -Transportation Fund
STREET DEPARTMENT
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>CAPITAL EXPENDITURES</u>						
40-520.04-81-00 Crack Seal Project	20,000	0.00	0.00	0.00	20,000.00	0.00
40-520.04-82-00 Slurry Seal Project	95,000	0.00	0.00	0.00	95,000.00	0.00
40-520.04-83-00 Street Striping	10,000	0.00	0.00	0.00	10,000.00	0.00
40-520.04-85-00 Asphalt Overlay Program	120,000	0.00	0.00	0.00	120,000.00	0.00
40-520.04-85-01 Equipment	50,000	0.00	0.00	0.00	50,000.00	0.00
40-520.04-90-00 Curb & Sidewalk Program	0	10,000.00	10,000.00	0.00	10,000.00	0.00
TOTAL CAPITAL EXPENDITURES	295,000	10,000.00	10,000.00	3.39%	305,000.00	0.00
<u>MAINTENANCE</u>						
40-520.06-01-00 Building Maintenance & R	2,300	0.00	0.00	0.00	2,300.00	0.00
40-520.06-21-00 Vehicle & Equipment Main	10,500	0.00	0.00	0.00	10,500.00	0.00
40-520.06-22-00 Vehicle & Equipment Gas	25,500	0.00	0.00	0.00	25,500.00	0.00
TOTAL MAINTENANCE	38,300	0.00	0.00	0.00%	38,300.00	0.00
<u>CITY SERVICES</u>						
40-520.07-20-00 Emergency Snow Removal	30,000	9,487.92	9,487.92	31.63	20,512.08	0.00
40-520.07-32-00 Storm Sewers - General R	2,500	0.00	0.00	0.00	2,500.00	0.00
40-520.07-33-00 Street Repair Materials	15,000	157.00	157.00	1.05	14,843.00	0.00
40-520.07-41-00 Street Lights - Electric	210,250	0.00	0.00	0.00	210,250.00	0.00
40-520.07-44-00 Street Signs	2,000	0.00	0.00	0.00	2,000.00	0.00
40-520.07-45-00 Street Sweeping	8,000	0.00	0.00	0.00	8,000.00	0.00
40-520.07-52-00 Tree Trimming & Removal	4,000	0.00	0.00	0.00	4,000.00	0.00
40-520.07-60-00 Rental Equipment	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL CITY SERVICES	273,750	9,644.92	9,644.92	3.52%	264,105.08	0.00
<u>OTHER EXPENDITURES</u>						
40-520.09-21-00 Miscellaneous	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL OTHER EXPENDITURES	1,000	0.00	0.00	0.00%	1,000.00	0.00
TOTAL STREET DEPARTMENT	608,050	355.08	355.08	0.06%	608,405.08	0.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: JANUARY 31ST, 2014

40 -Transportation Fund

TRANSFERS
EXPENDITURES

08.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
40-550.20-10-00 Transfer to General Fund	355,000	29,583.33	29,583.33	8.33	325,416.67	52,083.33
40-550.20-42-00 Transfer to MERF	0	0.00	0.00	0.00	0.00	9,250.00
TOTAL TRANSFERS-OTHER SOURCES	<u>355,000</u>	<u>29,583.33</u>	<u>29,583.33</u>	<u>8.33</u>	<u>325,416.67</u>	<u>61,333.33</u>
TOTAL TRANSFERS	355,000	29,583.33	29,583.33	8.33	325,416.67	61,333.33
TOTAL EXPENDITURES	963,050	29,228.25	29,228.25	3.03	933,821.75	61,333.33
=====						
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(161,450)	20,584.53	20,584.53		0.00 (14,280.61)

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

10 -General Fund

ACCOUNT# TITLE

ASSETS

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=====
10901 Petty Cash (Admin)                181.31
10911 Petty Cash (Court)                150.00
10952 Court Bnk Acct-Internet Pymts     100.00
12000 General Fund Claim on Cash        1,654,656.66
15000 Receivables - General              2,899.80
15003 Property Tax Receivables          23,590.86
15004 Franchise Tax Receivables         170,235.57
15005 Vehicle Tax Receivable            4,068.67
18000 Prepaid Insurance                  66,233.61
-----
                                           1,924,116.48
-----

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TOTAL ASSETS 1,924,116.48

=====

LIABILITIES

```

=====
20021 AFLAC W/H                          ( 249.09)
20022 Medical Ins W/H                    5,847.24
20023 Dental W/H                         ( 429.84)
20025 Principal W/H                     ( 241.85)
20028 Vision Care Withholding           ( 145.84)
20031 Retirement W/H ING                 110.00
20041 KC Earning Tax W/H                 602.31
20051 Garnishment W/H                   ( 70.62)
20070 Vol. Employee Fund W/H            1,007.58
21000 Deferred Revenue                  27,659.53
22001 AP Pending (Due to Pooled)        25,377.75
22500 Telecom Escrow                     190.29
22501 FLEX Plan Payable                  3,028.17
22600 COBRA Liability                    1,539.59
-----
TOTAL LIABILITIES                        64,225.22
-----

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EQUITY

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=====
30001 Fund Balance                       544,347.10
-----
TOTAL BEGINNING EQUITY                   544,347.10

TOTAL REVENUE                            5,691,422.25
TOTAL EXPENSES                           4,375,878.09
-----
TOTAL SURPLUS/(DEFICIT)                  1,315,544.16

TOTAL EQUITY & SURPLUS/(DEFICIT)         1,859,891.26
-----

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 1,924,116.48
=====

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BALANCE SHEET

AS OF: JANUARY 31ST, 2014

21 -River Park Bond Retirement

ACCOUNT# TITLE

ASSETS			
=====			
11002 River Prk Dev Bank Acct-	159,810.93		
12000 Claim on Cash	309,975.35		
15001 Receivables - Taxes/Fees	3,871.47		
		<u>473,657.75</u>	
			<u>473,657.75</u>
			=====
TOTAL ASSETS			
LIABILITIES			
=====			
21000 Deferred Revenue	3,871.47		
22001 A/P Pending (Due to Pooled)	297,031.25		
		<u>300,902.72</u>	
TOTAL LIABILITIES			
EQUITY			
=====			
30001 FUND BALANCE	146,531.23		
		<u>146,531.23</u>	
TOTAL BEGINNING EQUITY			
TOTAL REVENUE	645,550.55		
TOTAL EXPENSES	619,326.75		
		<u>26,223.80</u>	
TOTAL SURPLUS/(DEFICIT)			
			<u>172,755.03</u>
TOTAL EQUITY & SURPLUS/(DEFICIT)			
			<u>473,657.75</u>
			=====
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT			

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

22 -Capital Project Bonds

ACCOUNT# TITLE

ASSETS			
=====			
11002 Cash	286,235.51		
12000 Claim on Cash	379,503.66		
14010 Lease Revenue Fund	0.47		
14012 Reserve Fund	643,991.91		
15001 Receivables - Taxes/Fees	8,676.24		
		<u>1,318,407.79</u>	
TOTAL ASSETS			<u>1,318,407.79</u>
			=====
LIABILITIES			
=====			
21000 Deferred Revenue	8,676.24		
22001 A/P Pending (Due to Pooled)	825.00		
TOTAL LIABILITIES		<u>9,501.24</u>	
EQUITY			
=====			
30001 Fund Balance	240,783.78		
30005 Restricted for Debt Retirement	640,000.00		
TOTAL BEGINNING EQUITY	880,783.78		
TOTAL REVENUE	892,094.02		
TOTAL EXPENSES	463,971.25		
TOTAL SURPLUS/(DEFICIT)	428,122.77		
TOTAL EQUITY & SURPLUS/(DEFICIT)		<u>1,308,906.55</u>	
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT			<u>1,318,407.79</u>
			=====

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

23 -Brush Creek NID

ACCOUNT# TITLE

ASSETS		
=====		
12000	Claim on Cash	0.10
14011	Debt Service Fund	56,181.13
14021	Cost of Issuance Expenses	52.70
		<u>56,233.93</u>
	TOTAL ASSETS	56,233.93
		=====
LIABILITIES		
=====		
24000	Long Term Bonds Payable	428,672.33
	TOTAL LIABILITIES	<u>428,672.33</u>
EQUITY		
=====		
30001	Fund Balance	(371,552.06)
	TOTAL BEGINNING EQUITY	(371,552.06)
	TOTAL REVENUE	202,689.85
	TOTAL EXPENSES	203,576.19
	TOTAL SURPLUS/(DEFICIT)	<u>(886.34)</u>
	TOTAL EQUITY & SURPLUS/(DEFICIT)	<u>(372,438.40)</u>
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	56,233.93
		=====

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

24 -Brink Meyer Road NID

ACCOUNT# TITLE

ASSETS

=====

12000	Claim on Cash	22.20	
14001	Construction Fund	334,780.35	
14021	Cost of Issuance Expenses	3,607.65	
			<u>338,410.20</u>

TOTAL ASSETS 338,410.20

=====

LIABILITIES

=====

24000	Long Term Bonds Payable	(20,000.00)	
			<u>(20,000.00)</u>

EQUITY

=====

30001	Fund Balance	20,021.34	
			<u>20,021.34</u>
	TOTAL BEGINNING EQUITY	20,021.34	
	TOTAL REVENUE	529,782.28	
	TOTAL EXPENSES	191,393.42	
			<u>338,388.86</u>

TOTAL EQUITY & SURPLUS/(DEFICIT) 358,410.20

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 338,410.20

=====

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

30 -Sewer Service Fund

ACCOUNT# TITLE

ASSETS

11002 Sewer Cash in Bank-C	1,189.26	
11003 Cash	721,271.78	
11005 MM Bank Lib	201,072.82	
12000 Sewer Service Claim on Cash	(340,233.32)	
15000 Receivables	98,781.11	
17001 Property, Plant, Equipment	2,319,461.96	
17005 Accumulated Depreciation	(2,853,765.98)	
17014 Equipment	1,850,516.67	
		<u>1,998,294.30</u>

TOTAL ASSETS 1,998,294.30
=====

LIABILITIES

22001 AP Pending (Due to Pooled)	16,295.15	
24010 LT Leases Payable	179,612.82	
26000 Customer Deposits	13,485.00	
		<u>209,392.97</u>

TOTAL LIABILITIES 209,392.97

EQUITY

30001 Fund Balance	1,827,847.65	
		<u>1,827,847.65</u>
TOTAL BEGINNING EQUITY	1,827,847.65	
TOTAL REVENUE	1,094,962.00	
TOTAL EXPENSES	1,133,908.32	
		<u>TOTAL SURPLUS/(DEFICIT) (38,946.32)</u>
TOTAL EQUITY & SURPLUS/(DEFICIT)	1,788,901.33	
		<u>1,788,901.33</u>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	1,998,294.30	
		<u>1,998,294.30</u> =====

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

31 -Sewer Special Assessment

ACCOUNT# TITLE

ASSETS

=====

11002 Sewer Sp Assess Cash	14,596.69
12000 Spec. Assessment Claim on Cash	(14,596.69)

=====

LIABILITIES

=====

EQUITY

=====

30001 Fund Balance	14,225.37
--------------------	-----------

TOTAL BEGINNING EQUITY 14,225.37

TOTAL REVENUE 370.08

TOTAL EXPENSES 14,595.45

TOTAL SURPLUS/ (DEFICIT) (14,225.37)

=====

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

34 -SRF Fund

ACCOUNT# TITLE

ASSETS

=====

12005 Cash	28,338.41	
17001 Sewer Infrastructure Systems	2,648,785.13	
17002 Insutiform Sewer Infrastructur	110,754.20	
17005 Accumulated Depreciation	(211,952.00)	
17012 CIP - Sewer Evaluation Study	129,839.85	
17013 CIP - Sewer Repair Phase 1	25,633.33	
17050 Bond Issue Discount & Cost	107,806.73	
		<hr/>
	2,839,205.65	

TOTAL ASSETS 2,839,205.65

LIABILITIES

=====

24000 Long-Term Bonds Payable	2,005,000.00	
24001 Bond Issue Premium	94,132.65	
		<hr/>
TOTAL LIABILITIES	2,099,132.65	

EQUITY

=====

30001 Fund Balance	740,073.00	
		<hr/>
TOTAL BEGINNING EQUITY	740,073.00	
		<hr/>
TOTAL EQUITY & SURPLUS/(DEFICIT)	740,073.00	

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 2,839,205.65

BALANCE SHEET

AS OF: JANUARY 31ST, 2014

40 -Transportation Fund

ACCOUNT# TITLE

ASSETS			
=====			
12000	Claim on Cash	122,622.61	
14012	Reserve Fund	984.04	
15000	Receivables - General	47,052.72	
15001	Receivable Held in Escrow Acct	19,633.00	
15002	Receivable-Co Transp Sales Tax	62,556.93	
		<hr/>	
			252,849.30
			<hr/>
	TOTAL ASSETS		252,849.30
			=====
LIABILITIES			
=====			
22001	A/P Pending (Due to Pooled)	1,913.03	
22500	Liability in Held in Escrow Ac	19,633.00	
		<hr/>	
	TOTAL LIABILITIES		21,546.03
			<hr/>
EQUITY			
=====			
30001	Fund Balance	238,223.46	
		<hr/>	
	TOTAL BEGINNING EQUITY		238,223.46
			<hr/>
	TOTAL REVENUE		845,884.29
	TOTAL EXPENSES		852,804.48
		<hr/>	
	TOTAL SURPLUS/(DEFICIT)	(6,920.19)	
			<hr/>
	TOTAL EQUITY & SURPLUS/(DEFICIT)		231,303.27
			<hr/>
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		252,849.30
			=====

City of Parkville
Reserved Fund Summary
For the Month Ended January 31st, 2014

Fund	Account	January		Fund Balance
		<u>Income</u>	<u>Expenses</u>	
	42 Municipal Equip Res			\$ 7,514.68
	45 Fewson Project	\$ 383.44	\$ 6.75	\$ 554,391.17
	46 Guest Room Tax			\$ 2,311.62
	50 Emergency Reserve	\$ 26,416.66		\$ 1,097,382.27
	60 Nature Sanctuary	\$ 150.00		\$ 40,971.34
	61 Park Reservations & Fees			\$ -
	63 Park Donations			\$ 45,461.84
	65 Parkland Dedication			\$ -
	73 Other Donations			\$ -
	80 Court Recoupment Fees	\$ 201.00		\$ 35,711.00
	81 Police Training Fees-LET	\$ 198.00		\$ 43,585.09
	91 TIF Development	\$ 1.05	\$ 5.00	\$ 12,340.80
	95 Capital Projects			\$ 77,583.82
		<u>\$ 27,350.15</u>	<u>\$ 11.75</u>	<u>\$ 1,917,253.63</u>

City of Parkville
Cash & Investments Balance Report
As of January 31, 2014

General Fund #10

Cash on Hand	181.31	
Total Cash Accounts*	1,629,380.15	
Fund Cash & Investments Total		<u>\$1,629,561.46</u>

Sewer Special Assessment Fund #31

Total Cash Accounts*	0.00	
Fund Cash & Investments Total		<u>\$0.00</u>

River Park Bond Retirement Fund #21

Total Cash Accounts*	172,755.03	
Fund Cash & Investments Total		<u>\$172,755.03</u>

Sewer Capital Improvement Fund #33

Total Cash Accounts*	336,843.61	
Fund Cash & Investments Total		<u>\$336,843.61</u>

Capital Project Bonds Fund #22

Total Cash Accounts*	664,914.17	
Reserve Fund Account	643,991.91	
Fund Cash & Investments Total		<u>\$1,308,906.08</u>

SRF Fund #34

Total Cash Accounts*	0.00	
these are SRF bond reserve funds only		
Fund Cash & Investments Total		<u>\$0.00</u>

Brush Creek NID Fund #23

Total Cash Accounts*	56,233.93	
Fund Cash & Investments Total		<u>\$56,233.93</u>

Transportation Fund #40

Total Cash Accounts*	120,709.58	
Fund Cash & Investments Total		<u>\$120,709.58</u>

Brink Meyer Road NID Fund #24

Total Cash Accounts*	338,410.20	
Construction Fund		
Fund Cash & Investments Total		<u>\$338,410.20</u>

Health Insurance Fund #87

Total Cash Account	53,695.25	
These funds belong to General Fund		
Fund Cash & Investments Total		<u>\$53,695.25</u>

Sewer Service Fund #30

Total Cash Accounts*	567,005.39	
Fund Cash & Investments Total		<u>\$567,005.39</u>

TIF Development Fund #91

Total Cash Accounts*	12,340.80	
Fund Cash & Investments Total		<u>\$12,340.80</u>

Capital Projects Fund #95

Total Cash Accounts*	75,945.17	
Fund Cash & Investments Total		<u>\$75,945.17</u>

Parkville Market Place Fund #92

Total Cash Account	11,034.27	
Fund Cash & Investments Total		<u>\$11,034.27</u>

Major Projects in Progress Fund #96

Total Cash Accounts*	229,764.83	
Fund Cash & Investments Total		<u>\$229,764.83</u>

* Net of the amount owed (if any) to or from Pooled Cash Bank Account