



Notes: At 6:45 p.m. a special meeting will be held to consider an ordinance naming Greg Plumb to fill the vacant Ward 4 Alderman seat

BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, May 6, 2014, 7:00 pm
City Hall Boardroom

Next numbers: Bill No. 2775 / Ord. No. 2745

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

3. MAYOR'S REPORT

- A. Present a Certificate of Recognition to the Park University Men's Volleyball Team
- B. Appoint Tabb Reese to the Planning & Zoning Commission through May 2015
- C. Appoint Alderman Plumb as liaison to the Friends of the Parkville Animal Shelter
- D. Fewson Fund Update

4. CONSENT AGENDA

- A. Approve the minutes for April 15, 2014 regular meeting
- B. Resolution No. 05-01-14 to name Steve Berg, Jim Werner and Marc Sportsman as financial signatories for the City
- C. Approve Accounts Payable for April 8 through April 29, 2014

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 agenda and recommended motions for each item as presented."

5. ACTION AGENDA

- A. Appoint an Acting President of the Board (Administration)
- B. Authorize a contract with Convention, Sports & Leisure, Inc. for a market feasibility and economic impact study for the intersection of Interstate 435 and Highway 45 (Administration)
- C. Approve TSYS Merchant Solutions as the City's credit and debit card processor; and approve an ordinance creating Title VIII, Chapter 800, Section 800.020 of the Parkville Municipal Code to enact convenience fee charges on credit and debit card purchases for administrative sales (Administration)
- D. Approve an Agreement with Julie Warm, Ph.D. (University of Missouri-Kansas City) for facilitation services for a strategic planning process (Administration)

- E. Approve an ordinance for the National Eighth Plat, Replat of Lots 11 and 12 and part of the Southeast Quarter of Section 27, Township 51 North, Range 34 West, a subdivision in Parkville and Platte County, Missouri (Community Development)

6. STAFF UPDATES ON ACTIVITIES

- A. Community Development
 - 1. Highway 45 Corridor Steering Committee Meeting
- B. Public Works
 - 1. Platte Landing Park

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

8. ADJOURN

General Agenda Notes:

This agenda closed at noon on Thursday, May 1, 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.



CERTIFICATE OF RECOGNITION

The Parkville Board of Aldermen presents this Certificate of Recognition to the

Park University Men's Volleyball Team

in honor of winning the 2014 NAIA National Invitational Tournament for the fourth time in university history, defeating top-ranked Concordia-Irvine in three sets on April 12, 2014; and,

Congratulations to Rob Cordero for being named the tournament's most valuable player; and,

Congratulations to Coach Mike Talamantes for being named NAIA Men's Volleyball Coach of the Year.

On behalf of the mayor and the Board of Aldermen of Parkville, Missouri, this Certificate of Recognition is presented this 6th day of May, 2014 to the Park University Men's Volleyball Team in honor of winning the 2014 NAIA National Invitational Tournament.

Mayor Nanette K. Johnston

ATTESTED:

Melissa McChesney, City Clerk



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0015

Application for Appointed Boards, Commissions and Committees

Select the boards, commissions and committees in which you are interested in serving as a member:

- | | | | |
|-------------------------------------|----------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | Planning & Zoning Commission | <input type="checkbox"/> | Board of Zoning Adjustment |
| <input type="checkbox"/> | Ethics Commission | <input type="checkbox"/> | Community Land & Recreation Board |
| <input type="checkbox"/> | Industrial Development Authority | <input type="checkbox"/> | Tax Increment Financing Commission (TIF) |

Name: TABB REESE

Home Address (required): 8103 Park Ridge Drive Parkville, MO 64152

Mailing Address (if different than above): _____

Are you a resident of the City of Parkville? Yes No Applicants must be residents of Parkville.

Phone (day): (816) 726-4663 Phone (evening): (816) 726-4663

Current Employer: Remax Title: REALTOR

How did you learn about Parkville boards and commissions?

- Internet Community Group/Organization Mayor/Alderman Other

Why are you interested in serving on a Parkville board?

I HAVE BEEN A LIFE LONG PLATTE COUNTY RESIDENT AND HAVE LIVED IN PARKVILLE FOR 2 YEARS. I LOVE THIS COMMUNITY AND WANT TO SEE IT GROW AND PROSPER, HOWEVER REMAIN A

Have you ever served on a Parkville board? Yes No Small Community Atmosphere.

If yes, which ones? _____ Dates Served: _____

Do you belong to any community organizations or professional groups?

ST. THERESA GOLF PLANNING COMMITTEE, KNIGHTS OF COLUMBUS

Return to: Parkville City Hall
8880 Clark Avenue
Parkville, Missouri 64153

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

I read and understand the above statement:

Applicant Signature: [Signature] Date: 3-2-14

Appointments to boards, committees and commissions are approved annually by the Board of Aldermen the first meeting in May and terms vary depending on the board/commission. Applications are accepted throughout the year by the City Clerk. Appointments are made by the Mayor with the consent of the Board of Aldermen.

Tabb H. Reese

8103 Park Ridge Drive Parkville MO 64152 816-726-4663 tabbreese@gmail.com

Objective

I would like to utilize my background as an involved citizen, life long Platte County resident and my real estate background to benefit our county by being a Planning & Zoning Commissioner. I would love to see our community grow and prosper while retaining its small town community charm and atmosphere.

Education

Park College

1998

Criminal Justice Studies

Work Experience

Re/Max Results

2002-Current

I am a self motivated, hard working agent that assists a multitude of clients. I have experience in buying and selling a vast range of homes and commercial real estate. I have client's that are just starting out with a starter home to assisting investors who are pursuing large projects. I pride myself on being a man of integrity and always being available to all my clients, whatever their needs may be.

Lil Angels Photography

2000-2002

I was owner and operator of a children's photography franchise in the MO/KS area. As the photographer I would book individual schools/daycare centers for photo session which would then be available for purchase to the parents. It was a win/win for everyone involved. The children had fun dressing up, the parents received professional high quality photographs, and the daycare/school received 10% back of my sales as a fundraiser for their needs.

Kansas City Police Department

1995-2000

I was a Police Officer in the inner city of Kansas City. I patrolled the streets of many different divisions. I was often asked to assist with special projects in undercover vice unit, SWAT team narcotics, and DUI checkpoints. I utilized every opportunity to serve and protect every citizen.

Awards/Certificates/Recognitions

Real Estate Agent Five Star Best In Client Satisfaction

2005-2013

Re/Max Hall of Fame Participant

2010

Top #2 Agent in State of Missouri

2006

Chairman's Club

2006

100 % Club

2002-2007, 2011-2014

Executive Club

2008-2010

Distinguished Service Award, KCPD

1999

Life Saving Award, KCPD

1997,1998

Kansas City Channel 9 News Officer of the Year

1999

Areas of Involvement

Knights of Columbus	2008-Current
St. Therese Catholic Church Eucharist Minister	2008-Current
St. Therese Golf Committee	2000-Current
Volunteer Soccer Coach, Heartland Sports	2011-Current
Volunteer Soccer Coach, NSA	2008-2011
Volunteer Basketball Coach, NSA	2013-Current
Volunteer Basketball Coach, St. Therese	2010-2013
Member of The Duece at the National	2009-Current

References Available Upon Request

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, April 15, 2014. Mayor Brooks was absent with prior notice. The meeting was called to order by Acting President of the Board Marc Sportsman. 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 Driver	- present	Ward 3 Alderman Chris Fisher	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Jackie Snyder	- present	Ward 4 Alderman Nan Johnston	- present

A quorum of the Board of Aldermen was present.

The following staff were 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. MUNICIPAL ELECTION RESULTS

A. Ordinance to canvass the election returns for the April 8, 2014, general municipal election

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2768, AN **ORDINANCE CANVASSING THE ELECTION RETURNS OF THE APRIL 8, 2014, GENERAL MUNICIPAL ELECTION**, BE APPROVED ON FIRST READING. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2768 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYE; MOTION CARRIED 8-0.

IT WAS MOVED BY ALDERMAN FISHER AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2768 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2738. ALL AYES BY ROLL CALL VOTE. AYES: JOHNSTON, WELCH, WERNER, DRIVER, LAMER, SNYDER, FISHER AND SPORTSMAN; MOTION PASSED 8-0.

Bill No. 2768 was posted April 11, 2014.

B. Oaths of Office administered by the City Clerk

The City Clerk administered the oaths of office to Mayor-elect Nan Johnston and aldermen-elect Kari Lamer, Dave Rittman, David Jones, and Marc Sportsman.

PLEDGE OF ALLEGIANCE

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

Recognition of outgoing Aldermen

Mayor Nan Johnston thanked outgoing aldermen Jackie Snyder and Chris Fisher for their dedicated service to the City of Parkville and presented gifts to them and their spouses.

3. CITIZEN INPUT

No input.

4. MAYOR'S REPORT

Mayor Johnston noted there were vacancies on various boards and commissions and those interested in serving could visit the website for more information. She also noted the appointment of the Ward 4 alderman would take place in the next few weeks.

A. Proclaim April 25, 2014 as Arbor Day

Mayor Johnston read the proclamation for Arbor Day. Public Works Director Kirk Rome noted that the City spent about \$5,000 on tree trimming and \$10,000 is budgeted in 2014 for planting and maintaining new trees. An Arbor Day celebration is scheduled for April 25.

B. Volunteer Week Recognitions

Mayor Johnston presented certificates to the following volunteers: Carla Dods, leader of Girl Scout Troop 337; 2013 Main Street Parkville Association (MSPA) board members Carol Kuhns, Treasurer in 2013 and co-chair for Christmas on the River; Cathy Kline, vice-chair of MSPA in 2013 and served on Parkville Community Development Corporation Board; Deborah Butcher, chair of MSPA in 2013 and restructured its policies and procedures; Genevra Boucher, secretary of MSPA in 2013 who also served on committees and volunteered at festivals; and Cory Miller, member of the Parkville Economic Development Council, Community Land and Recreation Board, and other local groups who also helped found the Friends of the Parkville Parks. Those recognized not in attendance were Deb Ayers, volunteer with the Park Hill South band program and who helped sew the Park Hill South Spirit Flag; and Glen McKahan who helped with the continued success of Cruise Nights hosted by the MSPA and provided direction to help the Farmers Market.

C. Finance Committee appointments for Ward 3 and Ward 4

Mayor Johnston recommended the appointments of Alderman Jones and Alderman Sportsman to the Finance Committee.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE THE APPOINTMENT OF ALDERMAN JONES FOR WARD 3 AND ALDERMAN SPORTSMAN FOR WARD 4 TO THE FINANCE COMMITTEE. ALL AYE; MOTION PASSED 7-0.

5. CONSENT AGENDA

- A. Approve the minutes for the April 1, 2014 regular meeting
- B. Accept the Semi-Annual Financial Report for the second half of 2013 and direct City Administration to publish in the newspaper
- C. Approve an agreement extension with Bruce Culley, C.P.A., P.C. for one year to complete auditing services related to FY 2013
- D. Approve Accounts Payable from March 25 through April 8, 2014

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS AMENDED. ALL AYE; MOTION PASSED 7-0.**

6. ACTION AGENDA

A. Approve an ordinance to repeal and replace Parkville Municipal Code Section 110.010 changing the term of mayor to three years and the day of the general election

City Clerk Melissa McChesney explained on April 8, 2014, voters approved a change in the mayor's term from two to three years that would become effective for the April 2016 election. In addition to the term change, the request also included matching the day of the general election per RSMo §115.121 to the first Tuesday after the first Monday in April.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2769, AN **ORDINANCE REPEALING AND REPLACING PARKVILLE MUNICIPAL CODE CHAPTER 110, SECTION 110.010 TO CHANGE THE TERM OF OFFICE OF MAYOR TO THREE YEARS AND THE DAY OF THE GENERAL ELECTION TO THE FIRST TUESDAY AFTER THE FIRST MONDAY IN APRIL**, BE APPROVED ON FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2769 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 DRIVER THAT BILL NO. 2769 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2739. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

Bill No. 2769 was posted April 11, 2014.

B. Approve an ordinance to amend Parkville Municipal Code Chapter 405 to rezone 2.52 acres, more or less, from County "R-25" Single-Family Large Lot District to City "B-4" Planned Business District – Case PZ14-02; J3-Pandi, LLC, owner

Assistant City Administrator/Community Development Director Sean Ackerson stated the request was to rezone four parcels, approximately 2.52 acres, previously annexed by the Board in March. He added the Planning and Zoning Commission approved the request 5-1 and verified it was compatible with the zoning requirements. Ackerson explained that the subsequent action was to approve a development plan.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2770, AN **ORDINANCE AMENDING CHAPTER 405 OF THE PARKVILLE ZONING CODE TO REZONE 2.52 ACRES, MORE OR LESS, FROM COUNTY "R-25" SINGLE-FAMILY LARGE LOT DISTRICT TO CITY "B-4" PLANNED BUSINESS DISTRICT**, BE APPROVED ON FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2770 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 DRIVER THAT BILL NO. 2770 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2740. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

Bill No. 2770 was posted April 11, 2014.

C. Approve a preliminary development plan for the Village at the National – an office and commercial development on approximately 9.5 acres – Case PZ14-03; J3-Pandi, LLC, owner

Assistant City Administrator/Community Development Director Sean Ackerson stated the preliminary development plan, was for an office/commercial development on approximately 9.5 acres, including the 2.52 acres rezoned in the previous item. He added the Planning and Zoning Commission recommended approval of the item at the May 8th meeting. If approved, the application could proceed to final engineering and improvement plans and final development plan approval. Ackerson added that if any substantial changes were proposed or required, the applicant would have to resubmit a new preliminary development plan for the Board's approval. If the Board approved the preliminary development plan, the applicant would move forward with Phase A in the summer and the subsequent phases were market-dependent. Further discussion focused on Fivestar Lifestyle's original desire for the property, long-term maintenance of the proposed building, proximity to the golf course, effect on abutting property owners during construction, access from Highway 45, landscape screening and visibility.

Bob Brandum, 6420 Bunker Hill, commented he was a Parkville resident for 17 years and lived at The National for four years, adding that he realized the importance of the project and asked that the developers be held to the standards presented. He also noted his concerns about the possible effect on property values.

Linda Brandum, 6420 Bunker Hill, shared her concerns with the proposed building, landscaping, traffic, security, restaurant, and parking. She added she spoke with the Platte County Sheriff about the excess traffic at the roundabout. Ackerson responded that the proposed drive-through restaurant was specific to the development plan and the approved rezoning allowed a list of options for uses, which was provided in the agenda packet.

Tony Borchers, Fivestar Lifestyles, provided an overview of the proposed development as a mixed-use project and a history of the acquisition of the properties. He discussed the proposed landscaping, effects on abutting properties owners during construction, sewers, parking, and access to the new development from Highway 45.

John Gaar, Finkle Williams Architecture, noted that approximately 50 percent of the western half of the property would be exposed to the golf course or residences and an additional berm could be added to the landscaping to provide more screening.

Ackerson explained that if approved by the Board the next steps would be to proceed with the engineering and final development plans for Phase A which was anticipated to come before the Planning and Zoning Commission and Board of Aldermen in June. He added the subsequent phases would be brought forward in the future and the Planning and Zoning Commission would receive public input at that time.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE VILLAGE AT THE NATIONAL PRELIMINARY DEVELOPMENT PLAN SUBJECT TO STAFF RECOMMENDED CONDITIONS. ALL AYE; MOTION CARRIED 7-0.

D. Approve an ordinance employing Curtis Whitby as a full-time laborer assigned to the Street Division of the Public Works Department or a part-time seasonal maintenance worker in the Parks Department.

Public Works Director Kirk Rome stated that Mr. Whitby worked under the Disaster Recovery Jobs Program since fall and demonstrated skills necessary to continue to work for the City. He added the position was budgeted in 2014 from the Transportation Fund, which was expected to be depleted by the end of the year. Rome stated the Board could alternately hire Mr. Whitby as a seasonal maintenance worker for the Parks Division. The seasonal position was budgeted in 2014 to support Platte Landing Park. He explained the effects on the workload, if the position was not filled, that included a 20 percent reduction in street maintenance work for the summer and a reduction in the level of service. Further discussion focused on the status of the Transportation Fund and distribution of Platte County Transportation sales taxes. The Board directed staff to further evaluate the transportation fund and impacts to the 2015 budget prior to filling the full-time street laborer position. They instead discussed it being more appropriate at this time to fill the Parks seasonal laborer position.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2771, AN **ORDINANCE HIRING CURTIS WHITBY AS A PART-TIME, SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE PARKS DIVISION OF THE PUBLIC WORKS DEPARTMENT**, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2771 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 DRIVER THAT BILL NO. 2771 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2741. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

Bill No. 2771 was posted April 11, 2014.

E. Approve an ordinance employing David Zdvorak as a summer intern for the Public Works Department

Public Works Director Kirk Rome explained the position was for a summer engineering intern to help with project inspections, including Thousand Oaks 13th Plat Phase B, grading, street, curb and gutter, and other public infrastructure construction projects. He added that Mr. Zdvorak was a civil engineering student at Missouri University of Science and Technology and was eager to return to the area. The position was budgeted in 2014 at approximately \$8,000.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2772, AN **ORDINANCE HIRING DAVID ZDVORAK AS A SUMMER ENGINEERING INTERN FOR THE PUBLIC WORKS DEPARTMENT**, BE APPROVED FOR FIRST READING. ALL AYE; MOTION CARRIED 7-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2772 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 DRIVER THAT BILL NO. 2772 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2742. ALL AYES BY ROLL CALL VOTE. AYES: WELCH, WERNER, DRIVER, LAMER, RITTMAN, JONES, SPORTSMAN; MOTION PASSED 7-0.

Bill No. 2772 was posted April 11, 2014.

F. Approve an ordinance to hire Dave Williams as temporary part-time Parks Division laborer

Public Works Director Kirk Rome requested the item be postponed.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER THAT BILL NO. 2773, AN **ORDINANCE HIRING DAVID WILLIAMS AS A SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE PARKS DIVISION OF THE PUBLIC WORKS DEPARTMENT**, BE POSTPONED TO THE MAY 6 MEETING. ALL AYE; MOTION CARRIED 7-0.

7. STAFF UPDATES ON ACTIVITIES

A. Police Department

Police Chief Kevin Chrisman provided an overview of the crime statistics for January through February 2014.

B. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on the Highway 45 Corridor Plan, noting that he received notice that Platte County was set to make their appointments to the steering committee on April 21 and the first anticipated committee meeting was for the last week in May and the first public meeting in June.

He also provided an update to the TIGER grant applicant which the Finance Committee gave staff direction to pursue for improvements on Highway 9. The estimated cost was \$1.7 million and at the time the federal grant administrator stated there was no local matching fund requirement. Ackerson added that after completing the pre-qualification process and grant training, staff learned there was a 20 percent local match which was approximately \$340,000 and would not pursue the grant.

C. Public Works

Public Works Director Kirk Rome reminded the Board of the Recycling Extravaganza scheduled on April 26 at the Damon Pursell lot, noting that most items would be collected for free. He added the event was a partnership with the Mid-America Regional Council, Missouri Department of Natural Resources, and the City of Riverside. He also provided an update on the Highway 45 Phase C widening and noted an open house/public hearing was scheduled on April 22 to discuss the schedule and preliminary plan, which was similar to Phase B except it would have a narrower concrete median.

8. CITY COMMITTEE REPORTS

Farmers Market – Alderman Driver

Alderman Driver noted that opening day for the Farmer's Market was April 26.

Financial Report for month ending March 31, 2014 – Alderman Werner

Alderman Jim Werner noted the Sewer and General funds were in good shape in the first quarter and policy dictated there be 25 percent in the Emergency Reserve Fund and the City had 27 percent.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ACCEPT THE FINANCIAL REPORT FOR THE MONTH ENDING MARCH 31, 2014. ALL AYE; MOTION PASSED 7-0.

Nature Sanctuaries – Alderman Driver

Alderman Driver noted the next work day for volunteers was April 22 and Day Camp openings for eight to ten year olds were available.

9. OTHER ORGANIZATION REPORTS

10. MISCELLANEOUS ITEMS FROM THE BOARD

11. EXECUTIVE SESSION

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT PRIVILEGE AND MATTERS OF LITIGATION, PURSUANT TO RSMO 610.021(1) AND REAL ESTATE PURSUANT RSMO 610.021(2). ALL AYE; MOTION PASSED 7-0.

The Board entered into Executive Session at 9:07 p.m. with the following members in attendance:

Ward 1 Alderman Kari Lamer	- present	Ward 3 Alderman Kendall Welch	- present
Ward 1 Alderman Diane Driver	- present	Ward 3 Alderman David Jones	- present
Ward 2 Alderman Jim Werner	- present	Ward 4 Alderman Marc Sportsman	- present
Ward 2 Alderman Dave Rittman	- present		

Discussion was limited to matters of attorney-client matters pursuant and real estate.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO CLOSE THE EXECUTIVE SESSION AT 9:51 P.M. ALL AYE; MOTION PASSED 7-0.

The Board, at 10:09 p.m., reconvened in open session of the Board of Aldermen meeting.

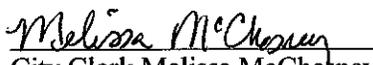
Mayor Johnston announced the Board held an executive session, pursuant to RSMo 610.021(1) and RSMo 610.021(2), and no action was taken as a result of the executive session.

12. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADJOURN THE APRIL 15, 2014 REGULAR BOARD MEETING AT 10:09 P.M. ALL AYE; MOTION PASSED 7-0.

The minutes for Tuesday, April 15, 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 sixth day of May 2014.

Submitted by:


City Clerk Melissa McChesney – 4/30/2014

2014-039



CITY OF PARKVILLE
Policy Report

Date: Wednesday, April 30, 2014

Prepared By:

Melissa McChesney
City Clerk

Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

Approve Resolution No. 05-01-14 naming Stephen Berg, Jim Werner and Marc Sportsman as financial signatories for the City.

BACKGROUND:

Parkville Municipal Code Chapter 143 states that the chair and vice-chair of the Finance Committee shall be financial signatories for the City. Jim Werner has served as chair since April 2012 and Marc Sportsman was appointed as vice-chair at the April 28th Finance Committee meeting. Stephen Berg serves as a signatory in his position as City Treasurer.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Approve the resolution.
2. Do not approve the resolution.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving Resolution No. 05-01-14 naming Stephen Berg, Jim Werner and Marc Sportsman as financial signatories for the City.

POLICY:

Parkville Municipal Code Chapter 143 states the chair and vice-chair shall serve as signatories.

SUGGESTED MOTION:

I move to approve Resolution No. 05-01-14 naming Stephen Berg, Jim Werner and Marc Sportsman as financial signatories for the City.

ATTACHMENT:

1. Resolution No. 05-01-14



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

**CITY OF PARKVILLE, MO.
RESOLUTION #05-01-14**

**A RESOLUTION NAMING STEPHEN BERG, JIM WERNER AND MARC SPORTSMAN TO
SERVE AS APPROVED FINANCIAL SIGNATORIES FOR THE CITY.**

WHEREAS, City Treasurer Stephen Berg currently serves as one of the assigned signatories for the City of Parkville, and,

WHEREAS, on October 12, 2009, the Board of Aldermen approved Ordinance No. 2505 which formally established the Finance/Audit Committee, and,

WHEREAS, said Ordinance states that the Chair and Vice Chair of that committee shall serve as signatories for the City of Parkville; and,

WHEREAS, on April 25, 2012, Alderman Jim Werner was named Chair of the Finance/Audit Committee; and,

WHEREAS, on April 28, 2014, Alderman Marc Sportsman named Vice Chair of the Finance/Audit Committee.

NOW, THEREFORE, BE IT RESOLVED that Stephen Berg, Jim Werner and Marc Sportsman are formally designated to be approved signatories for the City of Parkville.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 6th day of May 2014.

Mayor Nanette K. Johnston



ATTESTED:

City Clerk Melissa McChesney

CITY OF PARKVILLE
Policy Report

Date: May 6, 2014

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Matthew Chapman
Finance/Human Resources Director

ISSUE:

Approval of Accounts Payable Invoices, Insurance Payments, 1st of the Month Checks, Electronic Funds Transfer (EFT) Payments, and Payroll Expenditures from 4/8/2014 – 4/29/2014.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from April 8, 2014, through April 29, 2014. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of city funds.

BUDGET IMPACT:

Accounts Payable	\$115,167.75
Insurance Payments	\$43,072.47
1 st of the Month	\$0.00
EFT Payments	\$0.00
Payroll	\$50,131.35
TOTAL	\$208,371.57

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 \$208,371.57 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. Insurance Payments
3. 1st of the Month
4. EFT Payments
5. Payroll
6. Credit Card Purchases
7. P&G Purchases

PACKET: 04579 Regular Payments 4/9/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00314	Pitney Bowes-Purchase Power							
	I-April 2014 Stateme	April 2014 Postage Statement	R	4/15/2014		500.00CR	032210	500.00
01099	Toshiba							
	I-10861364	Color Counter-AD	R	4/15/2014		124.50CR	032211	
	I-10861365	Black Counter-AD	R	4/15/2014		77.74CR	032211	202.24
01116	Ed Gault							
	I-3/19/14 Exp. Repor	Gault 3/19/14 Expense Rep-CD	R	4/15/2014		296.00CR	032212	296.00
01390	Riss Lake Homes Association							
	I-April 2014	April 2014 Ginder Pump-SW	R	4/15/2014		24,256.95CR	032213	24,256.95

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	4	0.00	25,255.19	25,255.19
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:	4	0.00	25,255.19	25,255.19

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04584 Regular Payments 4/14/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02175	eNet							
	I-3753 #2	IT Support Services-IT	R	4/15/2014		361.25CR	032215	
	I-3762 #2	IT Support Services-IT	R	4/15/2014		531.25CR	032215	
	I-3766	IT Support Services-IT	R	4/15/2014		3,357.50CR	032215	
	I-3767	IT Support Services-IT	R	4/15/2014		531.25CR	032215	
	I-3768	IT Support Services-IT	R	4/15/2014		708.00CR	032215	
	I-3769	IT Support Services-IT	R	4/15/2014		494.35CR	032215	
	I-3770	IT Support Services-IT	R	4/15/2014		381.65CR	032215	6,365.25
00045	Federal Office Products, Inc.							
	I-49854-0	Office Supplies-AD	R	4/15/2014		201.11CR	032216	201.11
02221	Springsted, Inc							
	I-1	PCRSD WWTP Eval-SW	R	4/15/2014		3,464.30CR	032217	3,464.30
01488	Staples Advantage							
	I-8029375410	Office Supplies-PD,AD	R	4/15/2014		35.63CR	032218	35.63

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	4	0.00	10,066.29	10,066.29
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:	4	0.00	10,066.29	10,066.29

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04589 4/18/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00159	Missouri American Water							
	I-Due 5/5/2014	Due 5/5/14	R	4/21/2014		16.47CR	032219	16.47
00336	MMACJA							
	I-Reg & Dues 2014	Coulson Scholss Humiston-CT	R	4/21/2014		975.00CR	032220	975.00
01614	KCPL							
	I-Due 12/13/13	Due 12/13/13 Final Bill	R	4/21/2014		4.94CR	032221	
	I-Due 5/1/14	Due 5/1/14	R	4/21/2014		2,700.14CR	032221	
	I-Due 5/5/14	Due 5/5/14	R	4/21/2014		22.15CR	032221	2,727.23
01785	ServiceMaster Elite							
	I-15483	Janitorial April 2014-AD	R	4/21/2014		502.49CR	032222	502.49
01993	Blacksher Trash Service							
	I-4/1-6/30	4/1-6/30-AD	R	4/21/2014		75.00CR	032223	75.00

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	5	0.00	4,296.19	4,296.19
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:	5	0.00	4,296.19	4,296.19

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04590 Federal Withholdings - 4/18/14

VENDOR SET: 01

BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00044	Park Bank							
	I-T1 201404174028	Federal Withholding	D	4/18/2014		7,241.38CR	000000	
	I-T3 201404174028	FICA W/H	D	4/18/2014		8,357.30CR	000000	
	I-T4 201404174028	Medicare W/H	D	4/18/2014		1,954.46CR	000000	17,553.14

* * 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	17,553.14	17,553.14
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	17,553.14	17,553.14

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04594 Regular Payments 4/24/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00159	Missouri American Water							
	I-Due 05/13/14	Due 05/13/14	R	4/28/2014		871.86CR	032226	871.86
00274	Ricoh USA, Inc.							
	I-5030374779	Printing-PD	R	4/28/2014		76.05CR	032227	76.05
00288	CarterEnergy Corporation							
	I-469185	Diesel Fuel-TP	R	4/28/2014		981.15CR	032228	981.15
00496	Gunter Pest Management, Inc.							
	I-1085319	April Pest Control-AD	R	4/28/2014		50.00CR	032229	50.00
00501	Hinckley Springs							
	I-6911530 041214	Water-PK	R	4/28/2014		37.60CR	032230	37.60
01488	Staples Advantage							
	I-8029477567	Office Supllies-AD	R	4/28/2014		24.99CR	032231	24.99
02062	Platte County Communications Center							
	I-Apr,May,Jun 2014	2 Quarter Terminal Platte-PD	R	4/28/2014		503.58CR	032232	503.58

** T O T A L S **	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	7	0.00	2,545.23	2,545.23
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:	7	0.00	2,545.23	2,545.23

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04601 Regular Payments 4/25/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00160	Missouri Gas Energy							
	I-Due 5/16/14	Due 5/16/14	R	4/28/2014		204.08CR	032245	204.08
01087	Stinson Leonard Street LLP							
	I-30012767	Legal Services-AD	R	4/28/2014		6,450.00CR	032246	6,450.00
01614	KCPL							
	I-Due 5/8/14	Due 5/8/14	R	4/28/2014		163.01CR	032247	
	I-Due 5/9/14	Due 5/9/14	R	4/28/2014		2,380.62CR	032247	2,543.63
01766	American Waste Systems, Inc.							
	I-227525	Farmers market toilets Feb-PK	R	4/28/2014		220.00CR	032248	220.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	4	0.00	9,417.71	9,417.71
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:	4	0.00	9,417.71	9,417.71

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04604 Regular Payments 4/29/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02018	Ace ImageWear							
	I-0289102	Shop rags, soap-ST	R	5/06/2014		62.13CR	032249	
	I-285794	Shop Towls-PK	R	5/06/2014		50.90CR	032249	113.03
00004	ADH Hitch & Truck Access							
	I-98032	Wiring Supplies-TP	R	5/06/2014		32.00CR	032250	32.00
00483	ADH Rental & Sales							
	I-97932	Trailer Part-PK	R	5/06/2014		10.00CR	032251	10.00
00006	Alamar Uniforms							
	I-444,779	Equipment-PD	R	5/06/2014		69.95CR	032252	69.95
00738	Barbour Concrete							
	I-50525	BWR Storm Drain Slab-96	R	5/06/2014		825.00CR	032253	825.00
00511	Barco Municipal Products,							
	I-r1776	Stop Sign Faces-TP	R	5/06/2014		158.50CR	032254	158.50
00145	Black Gold Rubber Recyclers, LLC							
	I-9583064	Disposal Fee-PK	R	5/06/2014		128.00CR	032255	128.00
00288	CarterEnergy Corporation							
	I-469306	Mower Fuel-PK	R	5/06/2014		1,010.32CR	032256	1,010.32
00014	Chucks Parkville Garage							
	I-31181	Tire Mount-PK	R	5/06/2014		15.00CR	032257	
	I-31342	Mower Tire Repair-PK	R	5/06/2014		15.00CR	032257	30.00
00156	Dave's Foreign Car Repair LLC							
	I-129,337	Oil Change-PD	R	5/06/2014		35.00CR	032258	
	I-129,414	Oil Change-PD	R	5/06/2014		35.00CR	032258	
	I-129387	Oil Change-PD	R	5/06/2014		35.00CR	032258	105.00
00036	Deffenbaugh Industries							
	I-6693925	Spring Clean Up-ST	R	5/06/2014		3,450.68CR	032259	3,450.68
01421	Full Nelson Plumbing, Inc							
	I-9408	ELP Restroom Repair-PK	R	5/06/2014		117.50CR	032260	
	I-9445	ELP Restroom repair-PK	R	5/06/2014		151.96CR	032260	269.46
01552	Game Time Athletics							
	I-8396	Ball Field Drag-PK	R	5/06/2014		233.00CR	032261	233.00

PACKET: 04604 Regular Payments 4/29/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00053	Grass Pad Warehouse							
	I-11051	Sod-TP	R	5/06/2014		8.94CR	032262	
	I-400469	Herbicide-NS	R	5/06/2014		37.90CR	032262	
	I-400504	Weed Spray-PK	R	5/06/2014		173.90CR	032262	
	I-400581	Herbicide-PK	R	5/06/2014		202.95CR	032262	
	I-400685	Trees-PK	R	5/06/2014		146.90CR	032262	
	I-400702	Trees-PK	R	5/06/2014		105.85CR	032262	676.44
00055	H&H Septic Service, Inc.							
	I-32075	Pump for main break-SW	R	5/06/2014		675.00CR	032263	
	I-32090C	Cleaning pump station-SW	R	5/06/2014		2,310.00CR	032263	
	I-32091	Pumping out clarifier-SW	R	5/06/2014		1,505.00CR	032263	4,490.00
02131	Heritage Tractor, Inc.							
	I-1283588	Mower Parts-PK	R	5/06/2014		170.52CR	032264	170.52
00501	Hinckley Springs							
	I-TK#140983054053	Water-ST	R	5/06/2014		68.55CR	032265	
	I-TK#141123054045	Water-ST	R	5/06/2014		41.45CR	032265	110.00
00232	Hunt Martin Materials							
	I-12986556	Trail Main-PK	R	5/06/2014		77.97CR	032266	
	I-13008338	Gravel for trail-NS	R	5/06/2014		147.41CR	032266	225.38
01349	K & R's GT Muffler & Brake LLC							
	I-12210	03 Ford Damage Repair-PK	R	5/06/2014		421.34CR	032267	
	I-12217	Starter Repair-PK	R	5/06/2014		56.00CR	032267	477.34
00979	KCMO Department of Water Services							
	I-116-14	Sewer Service Jan Feb Mar-SW	R	5/06/2014		14,716.27CR	032268	14,716.27
01235	Landmark Newspaper, The							
	I-21763	Semi-Annual Report-AD	R	5/06/2014		72.55CR	032269	
	I-21771	Seasonal Ad-PK	R	5/06/2014		40.00CR	032269	112.55
01483	Missouri Department of Revenue							
	I-41065	Sales tax report-AD	R	5/06/2014		35.00CR	032270	35.00
00097	P & G Hardware							
	I-April 18 2014 Stmt	April 18 2014 Stmt	R	5/06/2014		298.77CR	032271	298.77
02049	Parkville Coffeeshouse							
	I-1119	Event for Mayor-AD	R	5/06/2014		100.00CR	032272	100.00

PACKET: 04604 Regular Payments 4/29/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02222	Parts Master I-20773152	Shop Equipment-ST	R	5/06/2014		110.04CR	032273	110.04
01701	Platte County Citizen I-63290	Help Wanted Ad-AD	R	5/06/2014		18.00CR	032274	18.00
00107	Platte Rental & Supply I-w1549	Chain Saw repair-PK	R	5/06/2014		48.73CR	032275	48.73
00115	Rapid Stamp Products I-480904	New Nameplates-AD	R	5/06/2014		52.50CR	032276	52.50
00117	Reeves Wiedeman Company I-4424702	Tape-PK	R	5/06/2014		3.44CR	032277	3.44
01982	Rejis Commission I-INV003512	Terminal REJIS-PD	R	5/06/2014		62.56CR	032278	62.56
01087	Stinson Leonard Street LLP I-30020250 I-30020256	Legal Services-AD Legal Services-SW	R R	5/06/2014 5/06/2014		6,450.00CR 3,300.00CR	032279 032279	9,750.00
00389	Superior Bowen Asphalt Co I-2273	Asphalt-TP	R	5/06/2014		146.47CR	032280	146.47
00154	T-Ray Specialties Inc. I-25454 I-25460 I-25493	Restroom Supplies-PK Paint-PK Green Safety Shirts-ST	R R R	5/06/2014 5/06/2014 5/06/2014		196.46CR 119.84CR 367.50CR	032281 032281 032281	683.80
01967	The Waldinger Corporation I-5320388-1 I-5321771-1	WWTP AC Repair-SW WWTP AC Repair-SW	R R	5/06/2014 5/06/2014		228.17CR 465.00CR	032282 032282	693.17
00838	The Work Zone, Inc. I-34354 I-34355	Lights, Cones, Misc other-ST Gloves-ST	R R	5/06/2014 5/06/2014		276.90CR 83.40CR	032283 032283	360.30
00208	USA BlueBook I-309906 I-310525	E-coli testing-SW E-coli testing-SW	R R	5/06/2014 5/06/2014		835.95CR 902.60CR	032284 032284	1,738.55

PACKET: 04604 Regular Payments 4/29/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	36	0.00	41,514.77	41,514.77
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:	36	0.00	41,514.77	41,514.77

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04605 Regular Payments 4/29/14 #2

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02140	Commerce Bank - Commercial Cards							
	I-April 18 2014 Stmt	April 18 2014 Statement	R	4/30/2014		4,519.23CR	032285	4,519.23

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	4,519.23	4,519.23
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	4,519.23	4,519.23

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04597 EOM Benefits - 4/18/14
 VENDOR SET: 01
 BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
VOID	VOID CHECK		V	4/28/2014			032242	**VOID**
00005	AFLAC							
	I-AFL201404034026	AFLAC after Tx	R	4/28/2014		108.93CR	032233	
	I-AFL201404174028	AFLAC after Tx	R	4/28/2014		108.93CR	032233	
	I-AFP201404034026	AFLAC PRETAX	R	4/28/2014		486.61CR	032233	
	I-AFP201404174028	AFLAC PRETAX	R	4/28/2014		486.61CR	032233	1,191.08
01711	BCBSKC							
	I-ADD201404034026	ADD on BCBS Bill	R	4/28/2014		29.68CR	032236	
	I-ADD201404174028	ADD on BCBS Bill	R	4/28/2014		29.68CR	032236	
	I-LID201404034026	BC/BS Dependent Life Ins	R	4/28/2014		11.40CR	032236	
	I-LID201404174028	BC/BS Dependent Life Ins	R	4/28/2014		11.40CR	032236	
	I-LIF201404034026	BC/BS Life Insurance	R	4/28/2014		186.61CR	032236	
	I-LIF201404174028	BC/BS Life Insurance	R	4/28/2014		186.61CR	032236	455.38
01807	City of Parkville/Flex Plan							
	I-FLX201404034026	Flex Plan	R	4/28/2014		325.33CR	032240	
	I-FLX201404174028	Flex Plan	R	4/28/2014		325.33CR	032240	650.66
02193	Coventry Healthcare							
	I-C1C201404034026	Coventry Healthcare	R	4/28/2014		2,220.00CR	032241	
	I-C1C201404174028	Coventry Healthcare	R	4/28/2014		2,220.00CR	032241	
	I-C1E201404034026	Coventry Healthcare	R	4/28/2014		2,340.00CR	032241	
	I-C1E201404174028	Coventry Healthcare	R	4/28/2014		2,340.00CR	032241	
	I-C1F201404034026	Coventry Healthcare	R	4/28/2014		1,206.00CR	032241	
	I-C1F201404174028	Coventry Healthcare	R	4/28/2014		1,206.00CR	032241	
	I-C1S201404034026	Coventry Healthcare	R	4/28/2014		818.00CR	032241	
	I-C1S201404174028	Coventry Healthcare	R	4/28/2014		818.00CR	032241	
	I-C2B201404034026	Coventry Healthcare	R	4/28/2014		345.00CR	032241	
	I-C2B201404174028	Coventry Healthcare	R	4/28/2014		345.00CR	032241	
	I-C2C201404034026	Coventry Healthcare	R	4/28/2014		624.00CR	032241	
	I-C2C201404174028	Coventry Healthcare	R	4/28/2014		624.00CR	032241	
	I-C2E201404034026	Coventry Healthcare	R	4/28/2014		984.00CR	032241	
	I-C2E201404174028	Coventry Healthcare	R	4/28/2014		984.00CR	032241	
	I-C2F201404034026	Coventry Healthcare	R	4/28/2014		2,545.00CR	032241	
	I-C2F201404174028	Coventry Healthcare	R	4/28/2014		2,545.00CR	032241	22,164.00
00794	Delta Dental							
	I-DNC201404034026	Delta Dental Insurance	R	4/28/2014		245.25CR	032235	
	I-DNC201404174028	Delta Dental Insurance	R	4/28/2014		245.25CR	032235	
	I-DNF201404034026	Delta Dental Insurance	R	4/28/2014		354.85CR	032235	
	I-DNF201404174028	Delta Dental Insurance	R	4/28/2014		354.85CR	032235	
	I-DNP201404034026	DENTAL PRETAX	R	4/28/2014		464.73CR	032235	
	I-DNP201404174028	DENTAL PRETAX	R	4/28/2014		464.73CR	032235	
	I-DNS201404034026	Delta Dental Insurance	R	4/28/2014		177.12CR	032235	
	I-DNS201404174028	Delta Dental Insurance	R	4/28/2014		177.12CR	032235	2,483.90

PACKET: 04597 EOM Benefits - 4/18/14

VENDOR SET: 01

BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01730	LAGERS							
	I-CSR201404034026	LAGERS RETIREMENT	R	4/28/2014		2,606.59CR	032239	
	I-CSR201404174028	LAGERS RETIREMENT	R	4/28/2014		2,594.75CR	032239	
	I-CSR201404224029	LAGERS RETIREMENT	R	4/28/2014		19.25CR	032239	
	I-R&P201404034026	City/PD Ret Contribution	R	4/28/2014		2,367.50CR	032239	
	I-R&P201404174028	City/PD Ret Contribution	R	4/28/2014		2,297.72CR	032239	
	I-R&P201404224029	City/PD Ret Contribution	R	4/28/2014		20.50CR	032239	9,906.31
01719	Prudential							
	I-LTD201404034026	Long Term Disability	R	4/28/2014		380.08CR	032238	
	I-LTD201404174028	Long Term Disability	R	4/28/2014		388.77CR	032238	768.85
00136	State of Missouri							
	I-T2 201404034026	State Withholdings	R	4/28/2014		2,289.00CR	032234	
	I-T2 201404174028	State Withholdings	R	4/28/2014		2,245.00CR	032234	4,534.00
01718	VSP							
	I-VSP201404034026	Vision Care Employee Premiums	R	4/28/2014		103.59CR	032237	
	I-VSP201404174028	Vision Care Employee Premiums	R	4/28/2014		103.59CR	032237	207.18

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	9	0.00	42,361.36	42,361.36
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:	1	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:	10	0.00	42,361.36	42,361.36

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04599 Addtl April Benefits
VENDOR SET: 01
BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01730	LAGERS							
	I-1stMth Eligible	LAGERS	R	4/28/2014		207.31CR	032243	207.31
02193	Coventry Healthcare							
	I-Plan Correction	Correction-Giarratana	R	4/28/2014		503.80CR	032244	503.80

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	711.11	711.11
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	711.11	711.11

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

EMPLOYEE: 0533 Shadid, Laura L TYPE: M-1 CK#: 032224 4/25/14 204.52 DD: 0/00/00 0.00

DATE ORG FUND ACCOUNT CODE/RATE HOURLY RATE HOURS AMOUNT PROJECT
 /22/14 I 10 505.01-01-00 SAL 1 0.000 0.00 250.00

:1 BASE SALARY: 1,701.30 HOURLY: 21.270 *TOTAL* 0.00 250.00

EARNINGS		BENF/REIMB		DEDUCTIONS				TAXES				
C	HRS	AMOUNT	DESC	AMOUNT	CD	ABV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
	0.00	250.00					10.00	10.50	FED W/H	250.00	16.35	
									ST WH MO	250.00	0.00	
									FICA	250.00	15.50	15.50
									MEDI	250.00	3.63	3.63

SS: 250.00 OTHER: 0.00 BENEFITS: 0.00 DEDUCTIONS: 10.00 TAXES: 35.48 NET PAY: 204.52

EMPLOYEE: 2500 Barnard, Thomas A TYPE: M-1 CK#: 032225 4/25/14 218.37 DD: 0/00/00 0.00

DATE	ORG	FUND	ACCOUNT	CODE/RATE	HOURLY RATE	HOURS	AMOUNT	PROJECT
4/22/14	I	10	525.01-01-00	SAL 1	0.000	0.00	250.00	

BASE SALARY: 1,875.48 HOURLY: 23.440 *TOTAL* 0.00 250.00

EARNINGS		BENF/REIMB		DEDUCTIONS				TAXES			
HRS	AMOUNT	DESC	AMOUNT	CD	ABV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
0.00	250.00			KC1	KCE1	2.50		FED W/H	250.00	0.00	
				CSR	CSR	10.00	9.25	ST WH MO	250.00	0.00	
								FICA	250.00	15.50	15.50
								MEDI	250.00	3.63	3.63

EARNINGS RECAP
 SS: 250.00 OTHER: 0.00 BENEFITS: 0.00 DEDUCTIONS: 12.50 TAXES: 19.13 NET PAY: 218.37

**** DEPARTMENT TOTALS ****

EARNINGS		BENF/REIMB		DEDUCTIONS				TAXES			
HRS	AMOUNT	DESC	AMOUNT	CD	ABBV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
0.00	250.00			CSR	CSR	10.00	9.25	FED W/H	250.00	0.00	
				KC1	KCE1	2.50		ST WH MO	250.00	0.00	
								FICA	250.00	15.50	15.50
								MEDI	250.00	3.63	3.63
ELS:	0.00		0.00			12.50	9.25			19.13	19.13
-----EARNINGS RECAP-----											
GS:	250.00	OTHER:	0.00	BENEFITS:	0.00	DEDUCTIONS:	12.50	TAXES:	19.13	NET PAY:	218.37

REGULAR INPUT: 0 MANUAL INPUT: 1 CHECK STUB COUNT: 1 DIRECT DEPOSIT STUB COUNT: 0

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02140	Commerce Bank - Commercial Car							
	I-April 18 2014 Stmt	R	4/30/2014			032285		
	April 18 2014 Statement							
30	501.09-21-00	Miscellaneous	Sewer Google Email-S	5.00				
10	525.06-21-02	Tractor Mowing Equipment	Mower Tire Install-P	170.03				
10	525.06-21-01	Equipment Repair & Maintenance	Spray Head-PK	81.04				
10	520.07-43-00	Spring/Fall Cleanup	Pizza Spring Clean u	62.19				
10	501.09-21-00	Misc-Other	Volunteer Frames-AD	25.88				
10	501.09-20-02	Exec Session Meeting Supplies	Spouse Gifts-AD	11.25				
10	505.05-21-00	Equipment and Handtools	Equipment and Handto	82.03				
10	501.01-41-02	Professional Dev - Staff	champman text rental	32.69				
10	535.06-21-00	Vehicle Repair & Maintenance	oil filter, air filt	32.08				
10	505.05-01-00	Office Supplies & Consumables	Ink-PD	222.00				
10	501.06-01-00	Building Maint & Repair	Batteries-AD	88.44				
10	501.06-01-00	Building Maint & Repair	Batteries Refund-AD	8.04	CR			
10	501.09-20-03	Finance Committee Mtg Supplies	Finance Lunch-AD	35.73				
30	501.07-42-00	One Call Utility Locating	One Call Pager-SW	36.65				
10	501.09-20-02	Exec Session Meeting Supplies	Mayor Picture-AD	2.89				
10	501.09-20-03	Finance Committee Mtg Supplies	Mayor and Board Away	45.58				
10	501.09-20-02	Exec Session Meeting Supplies	Frame for Mayor-AD	8.37				
10	501.09-21-00	Misc-Other	Frame for Dorrit-AD	8.37				
10	518.05-01-00	Office Supplies & Consumables	Transfer Big Files-C	15.00				
10	501.09-21-00	Misc-Other	Employee Frames-AD	9.13				
10	501.09-21-00	Misc-Other	Employee Photo Retir	9.33				
10	501.09-20-02	Exec Session Meeting Supplies	Mug Gifts-AD	71.61				
10	501.09-20-02	Exec Session Meeting Supplies	Frame for go away-AD	24.94				
10	518.05-01-00	Office Supplies & Consumables	Laser Pointer-CD	39.99				
10	515.01-41-00	Membership Fees & Dues	Kirk Member fee refu	235.00	CR			
10	501.06-01-00	Building Maint & Repair	Fire alarm batteries	33.90				
10	518.01-41-02	Professional Development	Ed Conf Hotel-CD	683.10				
10	501.09-20-03	Finance Committee Mtg Supplies	Finance Lunch-AD	31.09				
10	501.09-20-03	Finance Committee Mtg Supplies	Gift Mayor Wife-AD	4.82				
10	501.03-08-00	Cable	City Hall Internet-A	175.00				
10	501.01-41-02	Professional Dev - Staff	IPMA-HR Mem-AD	57.00				
10	501.01-41-02	Professional Dev - Staff	IPMA Cert Program-AD	899.00				
10	555.02-04-00	Domain Registrations	Dotgov registration-	125.00				
10	501.01-41-02	Professional Dev - Staff	Manager Lunch-AD	40.00				
10	518.01-41-02	Professional Development	Manager Lunch-CD	20.00				
10	501.03-01-00	Telephone & Voicemail	City Hall Phone-AD	485.80				
10	520.03-01-00	Telephone & Voicemail	Att Uverse Streets-S	40.00				
10	501.04-21-00	Office Equipment	Folder Repair Part-A	25.26				
10	501.04-21-00	Office Equipment	Folder Repair Part 2	44.78				
10	501.09-21-00	Misc-Other	Flowers-AD	69.55				
10	525.06-01-00	Buildings Maint & Repair	Prks paint etc/ Reim	219.07				
10	501.09-20-03	Finance Committee Mtg Supplies	Cash Back Refund-AD	50.00	CR			
10	501.09-20-02	Exec Session Meeting Supplies	Cash Back Refund-AD	50.00	CR			
10	525.03-05-00	Mobile Phones & Pagers	Sprint Cell-PK	140.85				
10	518.03-05-00	Mobile Phones & Pagers	Sprint Cell-CD	169.69				
10	505.03-05-00	Mobile Phone & Pagers	Sprint Cell-ST	144.80				

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02140	Commerce Bank - Commer	CONT						
	I-April 18 2014 Stmt	April 18 2014 Statement	R 4/30/2014			032285		
10	505.03-05-00	Mobile Phone & Pagers	Sprint Cell-PD	293.35				
30	501.03-06-00	Wi-Fi	Sprint Hotspot-SW	39.99				4,519.23

*** T O T A L S ***	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	4,519.23	0.00	4,519.23
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

*** G/L ACCOUNT TOTALS ***

G/L ACCOUNT	NAME	AMOUNT
10 501.01-41-02	Professional Dev - Staff	1,028.69
10 501.03-01-00	Telephone & Voicemail	485.80
10 501.03-08-00	Cable	175.00
10 501.04-21-00	Office Equipment	70.04
10 501.06-01-00	Building Maint & Repair	114.30
10 501.09-20-02	Exec Session Meeting Supplies	69.06
10 501.09-20-03	Finance Committee Mtg Supplies	67.22
10 501.09-21-00	Misc-Other	122.26
10 505.03-05-00	Mobile Phone & Pagers	438.15
10 505.05-01-00	Office Supplies & Consumables	222.00
10 505.05-21-00	Equipment and Handtools	82.03
10 515.01-41-00	Membership Fees & Dues	235.00CR
10 518.01-41-02	Professional Development	703.10
10 518.03-05-00	Mobile Phones & Pagers	169.69
10 518.05-01-00	Office Supplies & Consumables	54.99
10 520.03-01-00	Telephone & Voicemail	40.00
10 520.07-43-00	Spring/Fall Cleanup	62.19
10 525.03-05-00	Mobile Phones & Pagers	140.85
10 525.06-01-00	Buildings Maint & Repair	219.07
10 525.06-21-01	Equipment Repair & Maintenance	81.04
10 525.06-21-02	Tractor Mowing Equipment	170.03
10 535.06-21-00	Vehicle Repair & Maintenance	32.08
10 555.02-04-00	Domain Registrations	125.00
	*** FUND TOTAL ***	4,437.59

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 0/00/0000 THRU 99/99/9999

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
30 501.03-06-00	Wi-Fi	39.99
30 501.07-42-00	One Call Utility Locating	36.65
30 501.09-21-00	Miscellaneous	5.00
	*** FUND TOTAL ***	81.64

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	4,519.23	0.00	4,519.23
BANK: AP		TOTALS:	1	4,519.23	0.00	4,519.23
REPORT TOTALS:			1	4,519.23	0.00	4,519.23

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 0/00/0000 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00097	P & G Hardware							
	I-April 18 2014 Stmt	April 18 2014 Stmt	R 5/06/2014			032271		
10	525.05-21-00	Equipment & Handtools	Zipties-PK	7.99				
10	525.06-21-01	Equipment Repair & Maintenance	Misc. Parts-PK	16.34				
10	525.05-21-00	Equipment & Handtools	Rakes-PK	48.59				
10	525.06-21-01	Equipment Repair & Maintenance	Clamps-PK	2.60				
10	525.05-21-00	Equipment & Handtools	Glue-PK	4.99				
10	520.05-21-00	Handtools	Hooks-ST	14.69				
10	501.06-01-00	Building Maint & Repair	Concrete Patch-AD	10.99				
10	525.05-21-00	Equipment & Handtools	Brushes, Tape, flag,	52.08				
10	501.06-01-00	Building Maint & Repair	City Hall Step Paint	30.14				
10	525.05-21-00	Equipment & Handtools	Equipm,Tools-PK	74.76				
10	520.05-21-00	Handtools	Paint, Gloves, etc-S	24.86				
10	525.05-21-00	Equipment & Handtools	screw, key, wedge-PK	10.74				298.77

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	298.77	0.00	298.77
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
10 501.06-01-00	Building Maint & Repair	41.13
10 520.05-21-00	Handtools	39.55
10 525.05-21-00	Equipment & Handtools	199.15
10 525.06-21-01	Equipment Repair & Maintenance	18.94
	*** FUND TOTAL ***	298.77

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	298.77	0.00	298.77
BANK: AP	TOTALS:		1	298.77	0.00	298.77
REPORT TOTALS:			1	298.77	0.00	298.77

CITY OF PARKVILLE
Policy Report

Date: Monday, April 28, 2014

Prepared By:
Melissa McChesney
City Clerk

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:
Appoint Alderman _____ as Acting President of the Board.

BACKGROUND:
Parkville Municipal Code Section 105.030 states that at the first regular meeting of the Board of Aldermen following the City election, the Board shall select one of its own members who shall be styled "Acting President of the Board of Aldermen" who shall perform the duties of the Mayor in his/her absence. Marc Sportsman was first appointed in May 2012 and subsequently reappointed in 2013.

BUDGET IMPACT:
There is no impact to the budget.

ALTERNATIVES:
1. Approve an Acting President of the Board of Aldermen.
2. Postpone action.

POLICY:
Per Parkville Municipal Code Section 105.030, the Board shall select one of its own members who shall be styled "Acting President of the Board of Aldermen," who shall in the absence of the Mayor, perform the duties of Mayor.

SUGGESTED MOTION:
I move to appoint Alderman _____ as Acting President of the Board through May 2015.

CITY OF PARKVILLE

Policy Report

Date: Monday, April 28, 2014

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Sean Ackerson
Assistant City Administrator/Community
Development Director

ISSUE:

Authorize a Contract with Convention, Sports & Leisure, Inc. (CSL) for a market feasibility and economic impact study for the intersection of Interstate 435 and Highway 45.

BACKGROUND:

In 2006, the City of Parkville responded to petitions and began the process to create two Neighborhood Improvement Districts (NIDs) on three quadrants of the intersection of I-435 and Highway 45. The Brink Meyer Road NID financed the extension of Brink-Myers Road and a related retaining wall to serve the southeast quadrant of the intersection. The Brush Creek Drainage NID extended sewer utilities to all three quadrants. Due to a variety of factors, including the recent economic recession, private development has not occurred according to the original schedule and vision. The majority of properties are now bank owned or controlled. The City expects to issue general obligation bonds for both NIDs in 2014 with the first debt payments due in 2015.

In 2013 the Parkville Economic Development Council (EDC) appointed a task force to explore options to ignite development on the NID properties. The task force supports a concept to develop a youth sports park on the southeast quadrant as a “game changer” to generate more tourism and economic activity in the area. The EDC and City partnered to develop a preliminary site layout for the sports park concept that demonstrates adequate land is available on the southeast quadrant to accommodate up to twelve (12) FIFA regulation soccer fields with adjacent parking, support functions, and compatible indoor sports, hotel, and/or retail space. The next step is to perform a feasibility study to determine the market demand and potential economic impact for the concept.

On March 5, 2014, the City issued a Request for Proposals (RFP) to identify a consulting team to perform the feasibility analysis. A selection committee was appointed comprised of the following: Sean Ackerson, Assistant City Administrator; Jim Allen, EDC; Ed Bradley, EDC; Greg Foss, Executive Director - EDC; Kari Lamer; Alderman; Brian Nowotny, Parks and Recreation Director - Platte County; Lauren Palmer, City Administrator. The City received four proposals, and the selection committee interviewed three finalists for the project. The selection committee recommends executing a contract with Convention, Sports, & Leisure, Inc. (CSL) of Plano, TX in conjunction with DiSalvo Development Advisors (DDA) of Dublin, OH.

CSL is the nation’s leading market, financial and economic impact feasibility advisor specializing in sports, recreation and leisure facilities. CSL has extensive past project experience with similar sports complex developments and in-depth knowledge of the greater Kansas City marketplace. CSL has worked on numerous feasibility projects locally including Kemper Arena, Truman Sports Complex, Lawrence Sports Village, Metropolitan Community College Sports Complex, Sporting Park, and many more. DDA will sub-consult to CSL on the hotel/motel demand and alternative development components of the project. DDA has over 20 years of experience with

market research and economic impact analysis. The firm's involvement will ensure that the team has adequate depth to evaluate both the sports park concept and other development alternatives if the market analysis determines that a sports facility is not viable. CSL was the only firm that proposed to complete the entire scope of work within the available budget for this project.

BUDGET IMPACT:

The City budgeted \$40,000 (\$35,000 from the General Fund and \$5,000 from the Economic Development Fund) in the 2014 Capital Improvement Program (CIP) for studies or other services related to development at the I-435 and Highway 45 intersection. CSL proposes to complete the feasibility study for a lump sum of \$40,000, inclusive of reimbursable expenses. Unfortunately, revenues to the Economic Development Fund have not kept pace with projections, and the City may be short of the full amount anticipated from the Fund to complete the project. The EDC previously committed \$1,500 toward a preliminary site plan for the project, and that funding was not used because in-kind services were available. Staff requested that the EDC redirect that funding toward the feasibility study if needed to complete the project.

ALTERNATIVES:

1. Approve a contract with CSL for a market feasibility and economic impact study.
2. Do not approve the contract and provide alternative direction to staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board approve a contract with CSL for a market feasibility and economic impact study for the I-435 and Highway 45 intersection. The proposed contract is attached.

FINANCE COMMITTEE RECOMMENDATION:

On April 28, 2014, the Finance Committee, on a vote of 5-0, accepted the selection committee recommendation and recommended that the Board of Aldermen enter into a contract with Convention, Sports & Leisure, Inc. in the amount of \$40,000 for a market feasibility and economic impact study for the I-435 and Highway 45 intersection.

SUGGESTED MOTION:

I move to approve a contract with Convention, Sports & Leisure, Inc. in the amount of \$40,000 for a market feasibility and economic impact study for the I-435 and Highway 45 intersection.

POLICY:

The Board of Aldermen must approve all purchases in excess of \$10,000 following a recommendation from the Finance Committee.

ATTACHMENTS:

1. CSL/DDA Response to RFP (by reference only – available upon request)
 2. Contract
-

FEASIBILITY STUDY PROFESSIONAL SERVICES AGREEMENT

THIS SERVICE AGREEMENT, entered into on this 7th day of May 2014, by and between the CITY OF PARKVILLE, MISSOURI ("City") and CONVENTIONS, SPORTS & LEISURE INTERNATIONAL, LLC, 7501 Lone Star Drive, Suite B200, Plano, TX 75024 ("Service Provider").

WHEREAS, the City requires a market feasibility and economic impact study for three (3) quadrants of developable land at the intersection of Interstate 43S and Route 45 ("Project Area"); and

WHEREAS, the Parkville Economic Development Council appointed a task force to explore options to ignite development in the Project Area; and

WHEREAS, the Parkville Economic Development Council task force recommended a youth sports park on the southeast quadrant of the Project Area to generate more tourism and economic activity; and

WHEREAS, Service Provider was chosen through a qualifications-based selection process and has demonstrated the necessary expertise, experience, and personnel to complete the market feasibility and economic impact study.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Services" when used in this Agreement shall mean any and all market feasibility and economic impact analysis services provided by the Service Provider in accordance with this Agreement.
- B. The City agrees to retain Service Provider and Service Provider agrees to perform and complete the Services described in the Exhibit A – Scope of Services, attached hereto and incorporated by reference.
- C. The City reserves the right, upon prior written notice, to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the revision, before Service Provider performs the revised services.
- D. Service Provider shall provide Services under this Agreement only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.

- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed in a lump sum amount of forty thousand dollars (\$40,000) in incremental amounts upon completion of specified tasks as outlined in Exhibit A.
 - b. Service Provider is not eligible for reimbursement for miscellaneous expenses including travel, transportation, postage, etc. The City will work with the Service Provider to schedule any on-site meetings with sufficient lead time (minimum of two weeks) in order to assist Service Provider in managing its travel expenses. The City acknowledges that any adjustments to the on-site visits outlined in Exhibit A may require additional expenses for travel or other related costs. Such expenses will be invoiced for direct reimbursement with no mark-up only with advance written authorization from the City.
- B. Service Provider shall submit an itemized invoice (by task as defined in Exhibit A) to the City on the first (1st) day of each month that details the Services that were provided in the month immediately prior, as well as any other charges or reimbursements to which the Service Provider is entitled by this Agreement. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within thirty (30) days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.
- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds; provided, however that such other records shall be solely related and applicable to the Services provided herein. These records will be made available, upon prior written notice and during normal business hours, for audit purposes to the City or any authorized representative, and will be retained for three (3) years after the expiration of this Agreement unless permission to destroy them is granted by the City. Notwithstanding anything in the contrary to the foregoing, the City shall only have the right to audit the Service Provider once during any twelve (12) month period.

IV. SCHEDULE

- A. Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement.
- B. Services shall be completed within ten (10) weeks of receiving the notice to proceed.
- C. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- D. If Service Provider's performance is delayed, for less than one hundred twenty (120) days, due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

V. **LIABILITY AND INDEMNIFICATION**

- A. Service Provider shall indemnify and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.
- B. To the extent permitted by law, the City shall indemnify and hold harmless the Service Provider its members, principals, directors, officers, employees, parent company and affiliates from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with the City's negligence, error, omission, recklessness, or wrongful or criminal conduct in its performance hereunder, including performance by the City's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials created or supplied by the City.
- C. Each Party's obligation to indemnify and hold harmless the other Party shall remain in effect and shall be binding on the Indemnifying Party whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.
- D. Any reports prepared by Service Provider are valid only when presented in their entirety and only for the purpose stated therein. It is expressly understood that (a) Service Provider's reports, suggestions, analyses and conclusions, if any, do not, in whole or in part, constitute a fairness or solvency opinion and (b) Service Provider will not perform any review, audit or other attestation procedures with respect to financial information as defined by the American Institute of Certified Public Accountants and will not issue any opinion, report or other form of assurance with respect to any financial information. There will usually be differences between the estimated and actual results because events and circumstances frequently do not occur as expected, and those differences may be material. Should the City have any reservations with regard to the estimates, we will discuss them with the City before the report is issued. Any partially completed work products and drafts presented to the City are for internal use only.
- E. Any findings and recommendations presented as a part of this engagement will reflect the analysis of primary and secondary information provided by you and other involved parties. Information provided by third parties will not be audited or verified, unless otherwise noted, and will be assumed to be correct. As any projected information provided as a part of this engagement will be based on various trends and assumptions, there will be differences between the information presented and actual results because events and circumstances frequently do not occur as expected and those differences may be material.
- F. This is a consulting services agreement. Due to the inherent uncertainty involved with predicting future events and local/industry conditions, Service Provider makes no

representations or warranties as to the findings or recommendations contained in any of its analyses, including any estimates and disclaims, and City hereby expressly waives any and all claims based on any possible representations and warranties, whether express, implied or otherwise, including without limitation, warranties of merchantability and fitness for a particular purpose.

- G. Service Provider, its members, principals, directors, officers, employees, parent company and affiliates shall not be liable to the City for any losses, damages, claims, liabilities, costs or expenses in any way arising out of or relating to this engagement for an aggregate amount in excess of the fees paid by the City to Service Provider for its Services, except to the extent of insurable risks, in which case Service Provider's liability shall extend to the limits of available insurance. In no event shall Service Provider, its members, principals, or employees, be liable for consequential, indirect, incidental, punitive, or exemplary loss, damage, cost, or expense (including, without limitation, lost profits and opportunity costs). The provisions of this Agreement shall apply regardless of the form of action, whether in contract, statute, tort (including, without limitation, negligence), or otherwise, and shall survive the completion or termination of this engagement.

VI. INSURANCE

- A. The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate coverage. Service Provider shall also secure and maintain Worker's Compensation and Employer's Liability Insurance, when applicable, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it :
 - a. Is licensed to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A or better; and
 - c. Carries at least a Class X financial rating.
- B. The City reserves the right to review certified copies of any and all insurance policies to which this Agreement is applicable. The City shall be given not less than thirty (30) days written notice from the insurer(s) at risk before cancellation, non-renewal, or material modification of coverage.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reasonably reject service from any and all employees of the Service Provider.
- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations, to the extent that such rules and regulations have been provided to Service Provider in writing and in advance of Service Provider's presence on City premises, respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

- A. Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City.

Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

- B. Notwithstanding anything to the contrary in the foregoing, to the extent that Service Provider utilizes any of its property (including, without limitation, proprietary databases, proprietary information, any hardware or software) in connection with its services, such property shall remain the property of Service Provider, and the City shall not acquire any right or interest in such property. Service Provider shall have ownership (including, without limitation, copyright ownership) and all rights to use and disclose its ideas, concepts, know-how, methods, techniques, processes and skills, and adaptations thereof (including, without limitation, generalized features of the sequence, structure and organization of any works of authorship) in conducting its business, and the City shall not assert or cause to be asserted against Service Provider or its personnel any prohibition or restraint from so doing.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.
- D. Service Provider is authorized to subcontract portions of the Services to DiSalvo Development Advisors, LLC of Dublin, OH, in accordance with the Scope of Work detailed in Exhibit A of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:
 - City of Parkville
 - Attn: City Administrator
 - 8880 Clark Ave.
 - Parkville, MO 64152
 - lpalmer@parkvillemo.gov
- C. Notices sent by the City shall be sent to:
 - CSL
 - Attn: Jay Lenhardt
 - 7501 Lone Star Drive, Suite B200
 - Plano, TX 75024
 - jlenhardt@cslintl.com

XI. TERM AND TERMINATION

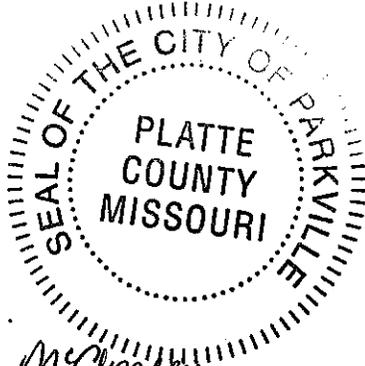
- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall be until all Services are satisfactorily completed and accepted by the City.
- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed in accordance with the terms of the Agreement, as of the date of termination. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.
- D. Upon termination, any and all documents or materials provided to the Service Provider and any work product produced for this Agreement as outlined in Section VIII, shall be delivered to the City as soon as possible, but in no case later than thirty (30) days after termination. The City reserves the right to withhold final compensation until all materials have been provided to the City.

XII. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
 - i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.

- iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Authorized Employees. Service Provider acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Service Provider therefore covenants that it will not knowingly in violation of subsection 1 or Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform Services related to this Agreement, and that its employees are lawfully to work in the United States.
- G. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.
- H. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- I. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- J. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or unenforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- K. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- L. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.



CITY OF PARKVILLE, MISSOURI

By: *Nanette K. Johnston*
Nanette K. Johnston, Mayor

ATTEST:

Melissa McChesney
Melissa McChesney, City Clerk

CONVENTIONS, SPORTS & LEISURE INTERNATIONAL, LLC

By: *JL*
Jay Lenhardt
Principal

EXHIBIT A

SCOPE OF WORK

BACKGROUND

The project involves ten tracts of approximately 340 acres of developable land on three quadrants of the intersection of Interstate 435 and Highway 45 ("Project Area"). All tracts are within the corporate city limits of Parkville. Tracts 1 – 5 comprise the southwest quadrant of the intersection and total approximately 72 acres. This property was originally planned for mixed office and light industrial uses. Tract 6 comprises the entire northwest quadrant. This property was originally planned for townhomes and single-family residential. Tracts 7 – 10 comprise the southeast quadrant. Tract 7 at the corner of Highway 45 and Brink Myers Road is already developed as a convenience store. Tracts 8 – 10 were originally planned for multi-family residential and supporting retail uses.

In 2006, the City of Parkville responded to petitions and began the process to create two Neighborhood Improvement Districts (NIDs) in accordance with Sections 67.453 – 67.465 RSMo. All tracts in the Project Area are within one or both NIDs. The NIDs were undertaken for a public sewer and a road project. All of the work is substantially complete. Due to a variety of factors, including the recent economic recession, private development has not occurred according to the original schedule and vision. The majority of properties are now bank owned or controlled. The City expects to issue general obligation bonds for both NIDs in 2014 with the first debt payments due in 2015:

1. Limited General Obligation Bonds – Brink Meyer Road Neighborhood Improvement District – Series 2014A - \$3,525,000. The Brink Meyer Road NID financed the extension of Brink Myers Road and a related retaining wall to serve the southeast quadrant of the intersection. Tract 9 is in the Brink Meyer NID.
2. Limited General Obligation Bonds – Brush Creek Drainage Neighborhood Improvement District – Series 2014B - \$4,935,000. The Brush Creek Drainage NID extended sewer utilities to all three quadrants. All tracts are in the Brush Creek NID.

In 2013 the Parkville Economic Development Council (PEDC) appointed a task force to explore options to ignite development in the Project Area. The task force focused its efforts on a concept to develop a youth sports park on the southeast quadrant as a "game changer" to generate more tourism and economic activity in the area. The EDC partnered with Sports Plan Studio and Bartlett & West Engineers to develop a preliminary site layout for the sports park concept. The layout demonstrates that adequate land is available to accommodate up to twelve (12) FIFA regulation soccer fields with adjacent parking and support functions. Space is also available to accommodate a hotel or indoor sports facility, or compatible retail/commercial uses. The sports park and compatible hotel, indoor facility and/or hotel, and retail are collectively referred to as the "Project."

The City and EDC have consulted with property owners of the tracts on the southeast quadrant. Owners have expressed general support for the sports park concept and a willingness to partner on the development or negotiate the sale of property for the development. The City now desires a feasibility study to advance the Project and assist with identifying development partner(s).

TASK 1 - SPORTS COMPLEX FEASIBILITY

1. Project Planning

Within approximately two (2) weeks of the award of the contract, Service Provider will make an on-site visit to Parkville to conduct initial meetings with key parties to obtain background information related to the project and to better understand the objectives and priorities with regards to the project. The Service Provider will work with the City to identify appropriate local stakeholders that should be engaged in the study process during Trip 1, which is anticipated to include multiple meetings over a one or two day period including city administration representatives, economic development officials, parks and recreation, local youth sports organizations and others, as identified. At the conclusion of Trip 1, Service Provider will document the project objectives and an organizational framework to guide the analysis and meet the project objectives. Service Provider will recommend to the City modifications to the Scope of Work, if any, to reflect any appropriate changes arising from the information obtained during Trip 1.

2. Analysis of Local Market Characteristics

Service Provider will complete the following:

- a. Evaluate the demand and competitive environment for a youth sports park with complementary commercial/retail development.
 - i. Evaluate the demographic and socioeconomic characteristics of Parkville and the surrounding region (and related trends).
 - ii. Identify historical, current, and projected trends relative to the area such as population, age, income, employment, effective buying income, and the corporate base.
 - iii. Assess transportation access, site visibility, hospitality infrastructure (hotel rooms, restaurants, attracts, etc.) in order to determine impact on the marketability of a potential sports complex to various local, regional, and national users.
 - iv. Compare the area's characteristics to markets (region or nationwide) successfully supporting similar youth sports facilities.
- b. Identify the factors that will differentiate Parkville and this Project from comparable facilities in the regional market. Determine how Parkville can market its brand at this intersection through a project that seeks not to compete with other sports facilities in the region but rather to offer a new/distinct amenity to the market.

3. Industry Trends Analysis

Service Provider will compile and analyze historical national and regional sports and recreation participation rates and trends (by age groups, household incomes, market size, etc.) as reported in the Sporting Goods Manufacturers Association annually syndicated tracking study of sports participation.

4. Analysis of Comparable Facilities

Service Provider will complete the following:

- a. Assess the physical, operational, and financial characteristics of comparable sports complexes to provide general informational background and to gain a programmatic perspective from which to assess potential utilization and financial operations of the proposed sports complex. The Service Provider will identify a list of relevant sports complexes for City approval.
- b. Conduct interviews with managers and other employees of these comparable facilities in order to obtain information such as physical characteristics; annual utilization levels;

annual operating revenues and expenses; cost and funding sources; market demographics; lessons learned; and similar information.

- c. Determine which facilities have experienced the greatest success or failure and the underlying reasons.

5. Analysis of Competitive Facilities

Service Provider will complete the following:

- a. Analysis both existing and planned local and regional competitive facilities to assess the relation, interaction, and impact they may have on the usage of the proposed sports complex, if any.
- b. Determine the extent of market saturation, if any, and the impact on this project.
- c. Analyze the historical utilization of competitive facilities, physical characteristics, transportation access, and other important issues that may impact the degree to which the proposed complex will compete with, or complement, existing facilities in the region.
- d. Determine reasons for financial success and difficulties at competitive facilities.

6. Potential User Interviews

Service Provider will complete the following:

- a. Develop a survey instrument that focuses on potential facility users in order to quantify the likelihood of particular event segments using a facility, and the specific amenities those users may require.
- b. Distribute the survey and collect and compile responses from the following:
 - i. Local youth and adult recreation sports organizations
 - ii. Amateur sports associations
 - iii. Organizers of local, regional and national sports tournaments
 - iv. Representatives from high school and collegiate athletic organizations
 - v. Local seniors' and youth groups
 - vi. Regional convention and visitors bureau
 - vii. Area civic organizations
 - viii. Others, as appropriate

7. Estimated Demand and Building Program

Service Provider will complete the following:

- a. Make recommendations regarding the market potential for an athletic indoor and/or outdoor sports complex concept to maximize the potential for success based on competitive analysis.
- b. Determine user groups (indoor/outdoor, sports mix, age range, demographics, etc.).
- c. Determine utilization that could be hosted and projected participation rates and spectator attendance.
- d. Determine sizing and space allocation requirements.

8. Financial Analysis

Service Provider will complete the following

- i. Develop a preliminary, conceptual capital budget that takes into consideration property acquisition costs and infrastructure costs (NID assessments).

- ii. Develop a computer-based model capable of extensive sensitivity analysis for the operations of the proposed sports complex as identified in previous tasks.
- iii. Construct an annual operating budget with complete revenue and expense projections for a normalized year of facility operations.
- iv. Quantify revenues and expenditures by event type and source.
- v. Demonstrate the impact that variations in certain assumptions could have on the ability to generate revenue to meet debt service obligations, if any.

TASK 2 - HOTEL/MOTEL AND/OR COMPLEMENTARY RETAIL FEASIBILITY

9. Hotel/Motel Demand

Service Provider will complete the following:

- a. Evaluate hotel demand based on the project concept and other demand drivers (nearby employment centers, airport, and tourist attractions).
- b. Identify hotel demand from three major support components: commercial travelers, leisure, and meeting groups.
- c. Identify site-specific demand, competitive position, and projected occupancy of the potential hotel/motel development.
 - i. Fair Share Analysis based on room deficit/surplus.
 - ii. Competitive analysis to assess site's ability to capture more than its fair share.
 - iii. Total beds and amenities.
 - iv. Identify market price segment and projected room rates.
- d. Determine the viability of a hotel/motel facility on site and the projected timing for development based on market demand.

10. Evaluation of the Demand for Retail Development

Service Provider will complete the following:

- a. Identify retail opportunities generated from the sports complex.
- b. Analyze local workforce impact on retail.
- c. Assess support from proximate population base.
- d. Identify potential market-supported retail development program including total square feet, location requirements, number of establishments by type, and identification as lease rate or outparcel sale.

TASK 3 – ALTERNATIVE DEVELOPMENT

The City acknowledges that the market analysis may conclude that the site is not viable to support the sports park project as envisioned. In that case, Service Provider will include a description of the highest and best alternative development for the Project Area that will maximize economic potential.

TASK 4 - ECONOMIC IMPACT

Service Provider will complete the following:

- 11. Service Provider will complete the following related to economic impact:**

- a. Summarize the direct and indirect economic and fiscal impacts generated by the construction and operation of the Project or other preferred development such as direct spending, output, job creation, earnings, and tax revenues.
- b. Measure the in-facility and out-of-facility direct spending associated with the construction period.
- c. Determine the net impact to existing retail taking into consideration any anticipated cannibalization.
- d. Estimate annual hotel/motel tax proceeds to the City of Parkville and Platte County.
- e. Estimate annual sales and property tax proceeds to the City of Parkville and Platte County.
- f. Evaluate the retail/restaurant demand in the Parkville area generated by the sports complex or other preferred development.
 - i. Consider spacing from tenants in neighboring retail centers such as Parkville Commons (Parkville, MO), Burlington Creek (Kansas City, MO), Village West (Kansas City, KS) and Zona Rosa/KCI Airport (Kansas City, MO).
- g. Summarize the potential non-quantifiable benefits the new and/or improved facilities could have on the local area as a whole based on conversations with project and community representatives and the impacts experienced by other communities that have built similar facilities in the past.

TASK 5 - DELIVERABLES

1. Fifteen (15) hard copies and one (1) electronic copy of a final written report to summarize all findings.
2. The final written report should include at least one color visual rendering of the preferred development concept.
3. One on-site presentation (Trip 2) to report and summarize findings at a joint meeting of the Board of Aldermen and Parkville EDC Board of Directors.

COMPENSATION

Services will be billed in a lump sum amount of forty thousand dollars (\$40,000) in incremental amounts upon completion of specified tasks as outlined below.

Task 1 – Sports Complex Feasibility	\$20,000
Task 2 – Hotel/Motel and/or Complementary Retail Feasibility	\$7,000
Task 3 – Alternative Development	\$3,000
Task 4 – Economic Impact	\$7,000
Task 5 – Deliverables	<u>\$3,000</u>
TOTAL	\$40,000

CITY OF PARKVILLE

Policy Report

Date: Thursday, April 30, 2014

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve the selection of TSYS Merchant Solutions as the city's credit card processor; and approve an ordinance to enact convenience fee charges on credit and debit card purchases for administrative sales.

BACKGROUND:

With the exception of Municipal Court, the City currently does not accept payment by credit or debit card. The City Hall front desk can only accept cash, check, cashier's check, or money order. Sewer billing also accepts Automated Clearing House (ACH) payments from a customer's bank. For customer convenience, city staff sought an option to accept payments for sewer bills, business licenses, and other charges at City Hall with a credit or debit card.

On April 28, 2014, the Finance Committee recommended the selection of TSYS Merchant Solutions (TSYS) as the city's credit and debit card processor. TSYS provides the best solution for card processing because of the flexibility in fee processing options, competitive pricing, strict security practices, and the option to add online payments in the future with no additional fee. Municipal Court currently uses TSYS for credit/debit transactions. For information on the selection of TSYS please see attachment 2.

In order to cover the administrative costs associated with credit and debit card processing, a convenience fee model was recommended by the Finance Committee. A convenience fee is a flat fee on all sales in a similar group. The convenience fee is set at a level sufficient to cover all fixed monthly account fees and variable processing charges based on the average volume and price of each grouping of transactions. For more detail on convenience fees please see attachment 3.

In order to implement the convenience fee model, the Board must adopt an ordinance to codify the specific fee for each credit/debit card processing account. Based on the recommendation of the Finance Committee, staff prepared the proposed ordinance (attachment 1) to state that all administrative credit or debit card transactions with a purchase price of \$200 or less will be assessed a convenience fee of \$2.50, and that all credit and debit card transactions with a purchase price of more than \$200 will be assessed a convenience fee of \$20. In order to control costs, credit and debit cards will not be accepted for transactions in excess of \$2,500 because the processing fees would be excessive. The City processes very few transactions at or above the \$2,500 level. This decision may be revisited in the future if there is significant demand. The proposed ordinance also stipulates that convenience fees will not be applied to payments of sewer utility service fees. The Finance Committee recommended that the City absorb these costs of doing business for the sewer utility and incorporate them into future sewer rate adjustments as needed.

The recommend convenience fees are based on historical records of administrative purchases and estimates of anticipated credit/debit volume based. After the service is initiated, staff will keep track of actual credit/debit purchases to calculate precise processing fees. Once the City

has established a record of actual purchases, the Board may need to adopt a more accurate convenience fee. Convenience fees may be adjusted at any time by amending the ordinance.

BUDGET IMPACT:

The cost to contract with TSYS will be an initial \$59 setup fee, \$27.50 per processing account per month, and card processing fees. The City will initially establish three processing accounts: (1) sewer utility, (2) administrative charges ≤ \$200, and (3) administrative charges > \$200. The convenience fees collected as part of the proposed ordinance will cover the implementation cost of accepting credit and debit cards at city hall including the initial setup fee, fixed monthly account costs, and card processing fees.

ALTERNATIVES:

1. Select TSYS Merchant Solutions as the city's credit card processor; and adopt an ordinance to establish convenience fee charges on credit and debit card purchases for administrative sales.
2. Select TSYS Merchant Solutions, and modify the ordinance to meet the desires of the Board.
3. Do not select TSYS Merchant Solutions and provide alternative direction to staff.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board approve TSYS Merchant Solutions as the city's credit card processor. Staff also recommends that the Board adopt an ordinance to establish convenience fee charges on credit and debit card purchases for administrative sales.

FINANCE COMMITTEE RECOMMENDATION:

On April 28, 2014, the Finance Committee, on a vote of 5-0, recommended that the Board of Alderman approve the selection of TSYS Merchant Solutions as the city's selected credit card processor. On April 28, 2014, the Finance Committee, on a vote of 5-0, recommended that the Board of Aldermen enact convenience fee charges on credit and debit card purchases for administrative sales, excluding sewer utility service fees.

POLICY:

Although there is no specific statutory requirement, fees are typically codified by ordinance to ensure enforcement. Section 105.160 of the Municipal Code gives the Board of Aldermen the authority to levy and collect all taxes and licenses, which is interpreted to extend to all administrative fees.

SUGGESTED MOTIONS:

Action 1: I move to approve TSYS Merchant Solutions as the City's credit and debit card processor.

Action 2:

I move that Bill No. 2775, an ordinance creating Title VIII, Chapter 800, Section 800.020 of the Municipal Code of the City of Parkville to enact a new provision relating to convenience fee charges on credit and debit card purchases for administrative sales be approved on first reading and passed to second reading by title only.

I move that Bill No. 2775 be approved on first reading and passed to second reading by title only.

I move that Bill No. 2775 be approved on second reading to become Ordinance No. ____.

ATTACHMENTS:

1. Proposed Ordinance
2. Finance Committee Item 4A3 (vendor options)
3. Finance Committee Item 4A4 (processing fee options)

AN ORDINANCE OF THE CITY OF PARKVILLE, MISSOURI CREATING TITLE VIII, CHAPTER 800, SECTION 800.020 OF THE MUNICIPAL CODE OF THE CITY OF PARKVILLE TO ENACT CONVENIENCE FEE CHARGES ON CREDIT AND DEBIT CARD PURCHASES FOR ADMINISTRATIVE SALES.

WHEREAS, in order to provide credit and debit card processing services, the City of Parkville incurs real expenses, comprised of processing fees and fixed monthly costs; and,

WHEREAS, costs to provide credit and debit card processing services rendered by the City are greater than the fees collected by sales; and,

WHEREAS, the city will implement convenience fees on administrative sales to cover the processing fees and fixed monthly costs of credit and debit card service.

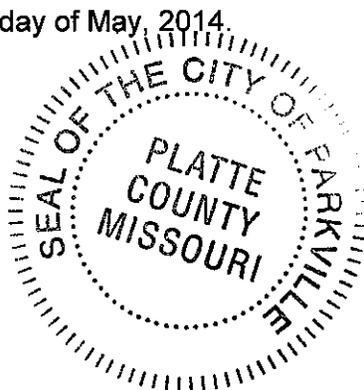
NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI AS FOLLOWS:

Section 1. That Title VIII, Chapter 800, Section 800.020 be created with the following language:

Section 800.020 Credit and Debit Card Fees

- A. A convenience fee may be added to the cost of any item, fee, license, or permit that is purchased from the City via a credit or debit card.
- B. The convenience fee shall be based on the cost of the processing fees and the fixed monthly account costs that are required to be paid by the city to provide the credit and debit card processing service.
- C. All credit or debit card transactions with a purchase price of two hundred dollars (\$200) or less shall be assessed a convenience fee of two dollars and fifty cents (\$2.50) in addition to all other charges associated with the transaction.
- D. All credit and debit card transactions with a purchase price of more than two hundred dollars (\$200) shall be assessed a convenience fee of twenty dollars (\$20.00) on the amount of the bill in addition to all other charges.
- E. Credit and debit cards will not be accepted for payment for transactions with a purchase price of two thousand five hundred dollars (\$2,500) or more.
- F. Convenience fees will not be applied to payments of sewer utility service charges pursuant to Section 703.040.

PASSED and APPROVED this 6th day of May, 2014.



Nanette K. Johnston

 Mayor Nanette K. Johnston

ATTESTED:

Melissa McChesney

 City Clerk Melissa McChesney

CITY OF PARKVILLE Policy Report

Date: Tuesday, April 23, 2014

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Request for approval to select TSYS Merchant Solutions to provide credit and debit card processing for City Hall.

BACKGROUND:

Currently, the City Hall front desk can only accept cash, check, or Automated Clearing House (ACH) payments from a customer's bank. For customer convenience, city staff has sought an option to be able to accept payments for sewer bills, business licenses, and other charges at City Hall with a credit or debit card. Parkville Municipal Court is the only city service that currently accepts credit and debit card payments.

Staff recommends contracting with TSYS Merchant Solutions to provide credit and debit card processing for various transactions at the front desk of City Hall. Parkville Municipal Court currently uses TSYS Merchant Solutions for card processing and has had only positive remarks about the quality of service. Additionally, city staff contacted references with two other municipalities who confirmed that TSYS provides quality service.

TSYS does not require the city to store or transmit any sensitive cardholder data. All transactions (online, in person, or over the phone) will be done through the TSYS e-payment gateway. TSYS is a certified Level 1 PCI-DSS Service Provider (Payment Card Industry – Data Security Standards). The TSYS e-payment gateway will also allow Parkville the option to accept payments online in the future for added customer convenience. Additional work is required at the staff level to create the web module for tying online payments to the associated service. Staff recommends starting with the on-site credit/debit payments to ensure functionality before launching an online payment option. Overall, TSYS provides the best solution for card processing because of the flexibility in fee processing options, competitive pricing, strict security practices, and the option to add online payments with no fee at a future date.

Staff also evaluated Municipay and Transparent Payment Systems (TPS) as card processing alternatives. Municipay allows a small community like Parkville the ability to accept credit cards without forcing the City to pay the expensive processing fees which are normally associated with credit card transactions. Municipay imposes convenience fee of \$3.00 or 2.45% (whichever is greater) on the individual consumer as a separate transaction. Unfortunately, most city customers would be forced to pay the high minimum \$3.00 fee because the base charge will not be high enough to utilize the 2.45% rate. This is undesirable since many transactions are for smaller fees of less than \$25. TPS delivers processing rates that are competitive with TSYS, have a high standard for card security, and provide an online payment option. Regrettably, TPS was not willing to provide alternative options for processing fees.

ITEM 4A3

For 04-28-14

Board of Aldermen – Finance Committee Meeting

Other options explored by City staff included credit card processing through Incode (the city's accounting software) and Summit (the city's sewer billing software). While these options integrate well with city software, they are primarily designed for specific high volume users and are more expensive per transaction as compared to other methods. The cost of the Incode software is an upfront fee of \$800, a licensing fee of \$1200 per year, and currently only allows for Municipal Court payments. The cost of the Summit Software is an upfront fee of \$2670, a licensing fee of \$500 per year, and only allows for online sewer payments. Additionally, the online Summit software still requires the city to use a separate processing agent (like TSYS or TPS) to process the transactions. The table below summarizes the vendors that were evaluated for this service.

	TSYS	Municipay	Transparent Payment Systems	Incode (Municipal Court Only)	Summit (Sewer only)
Initial Setup Fee	\$59	No	No	\$800	\$2670
Fixed Cost Per Month	\$27.50 per month per account	No	No	\$100	\$42
Processing Fees*	Card Processing rate + \$0.15 + .20% - 40% (TSYS fee)	\$3.00 or 2.45% whichever is greater. Paid by customer.	Card Processing rate + \$0.10 +0.50% (TPS Fee)	\$2.60-\$3.60	(N/A) Must use a processing agent
Online	(Integrated)	(Integrated)	\$40 per month per account	No	(Integrated)
*card processing fees vary significantly based on the type of card used from 0.05% to 3.00%					

BUDGET IMPACT

The cost to contract with TSYS will be an initial \$59 setup fee plus \$27.50 per processing account per month. TSYS requires that that city have a separate card processing account for sewer utility card processing and general administration card processing because utility transactions receive different processing rates. Therefore, at a minimum, the City must have two processing accounts for sewer utility billing and general administration transactions. The City must also pay all card processing fees. There are various options for absorbing these costs that will be addressed as a separate item on the agenda for the Finance Committee meeting on April 28, 2014.

ALTERNATIVES

1. Select TSYS Merchant Solutions as the city's selected credit card processor.
2. Select another vendor as the city's credit card processor.
3. Direct city staff to not accept credit cards at City Hall.
4. Take other action to meet the desires of the Finance Committee.
5. Postpone the item.

ITEM 4A3

For 04-28-14

Board of Aldermen – Finance Committee Meeting

STAFF RECOMMENDATION

Staff recommends that the Finance Committee recommend that the Board of Alderman approve the selection of TSYS Merchant Solutions as the city's selected credit card processor.

POLICY

The Purchasing Policy (Resolution #02-01-13) requires a minimum of three quotes or proposals for most purchases.

SUGGESTED MOTION

I move that the Board of Alderman approve the selection of TSYS Merchant Solutions as the city's selected credit card processor.

CITY OF PARKVILLE Policy Report

Date: Tuesday, April 23, 2014

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Select a credit and debit card processing model to cover the city's obligation to pay credit and debit card processing fees.

BACKGROUND:

By separate action on the Finance Committee agenda for April 28, 2014, staff recommends that the City contract with TSYS Merchant Solutions (TSYS) to begin credit and debit card processing for various transactions at the front desk of City Hall. Pending approval of that action, a decision is required regarding treatment of processing fees. TSYS provided multiple card processing models that can be adapted to the city's needs. The three processing models recommended by TSYS are a convenience fee model, a surcharge model, and a cost absorption model.

A convenience fee is a flat fee on all sales in a similar group. A surcharge is a percentage-based fee linked to the sale price. Cost absorption is a model by which the City does not directly charge credit fees to customers but instead adjusts fees for service to absorb the credit charges as a cost of doing business, similar to how most private businesses handle credit and debit card purchases. The exact processing fees that are charged by TSYS will depend on the type of card used. Regular credit cards, business credit cards, reward credit cards, and debit cards all have different fee structures. Detailed breakdowns of two of the processing model are listed below. The breakdowns use an assumed percentage of credit/debit transactions on total sales to estimate the processing fees charged per month. The estimates calculate fees assuming low volume (15% of payments are processed through credit/debit cards) and high volume (55% of payments).

OPTION 1: Convenience Fee

In this option, a flat convenience fee of the city's choice is assigned to all transactions (regardless of payment amount), such as administrative sales (dog licenses, business licenses, fingerprinting, etc), sewer bills, and building permits. If a convenience fee method is selected, TSYS recommends that sewer bills, general charges, and building permit charges be processed by three separate accounts. This will allow for separate convenience fees for each transaction type based on typical payment costs. A higher convenience fee would be applied to the building permit account (due to higher costs for these transactions) and a lower fee would be applied to the sewer bill account (due to the high volume of transactions). The convenience fee must be the same for all transactions on each account. For example, the sewer account could have a \$1.50 convenience fee, the administration account could have a \$2.50 convenience fee, and the permit account could have a \$25.00 convenience fee, but the fee cannot change with the transaction cost per card industry regulations.

The tables below demonstrate estimates for determining the initial convenience fees for each account.

ITEM 4A4

For 04-28-14

Board of Aldermen - Finance Committee Meeting

		Convenience Fee Model			
		15% of Transactions (Low)			
	Monthly Account Fee	# of Charges per Month	Avg. Processing Fee	Avg. Monthly Cost.	Conv. Fee to cover Costs
Sewer Account	\$27.50	86	\$1.14	\$98.23	\$1.46
General Account	\$27.50	12	\$1.02	\$12.31	\$3.29
Permit Account	\$27.50	3	\$20.39	\$90.96	\$29.22

		Convenience Fee Model			
		55% of Transactions (High)			
	Monthly Account Fee	# of Charges per Month	Avg. Processing Fee	Avg. Monthly Cost.	Conv. Fee to cover Costs
Sewer Account	\$27.50	315	\$1.14	\$360.15	\$1.23
General Account	\$27.50	44	\$1.02	\$45.15	\$1.64
Permit Account	\$27.50	11	\$20.39	\$260.19	\$22.80

Convenience fees for the general administrative charges and permit charges would need to be initially set to an amount which may not break even, but would entice customers to use a credit card. As more customers begin to use credit cards, the necessary fee to cover all costs per transaction will decrease. Staff recommends initially setting the fees as follows: Sewer Account: \$1.50; General Account: \$2.50; Permit Account: \$25.00.

Once the service is initiated and the average processing fee per transaction can be calculated, it will be possible to select a more accurate convenience fee. While being assessed a convenience fee may not be ideal for the customer, it creates another option with which to pay. In many cases the convenience fee may be lower than a late fee.

This option is easy to communicate to customers. A downside of this option is that fees are not assessed based on transaction size. This means that a \$5 dog license will have the same fee as a \$40 business license. Even more drastically, a \$1,500 permit would have the same fee as a \$300 liquor license. Another downside is the necessity to split the administration and permit accounts to allow for a reasonably priced convenience fee on inexpensive sales (e.g. dog licenses, business licenses). The extra account requires another fee of \$27.50 per month.

ITEM 4A4

For 04-28-14

Board of Aldermen - Finance Committee Meeting

OPTION 2: Surcharge

This option assesses a surcharge on customers to compensate for credit card processing fees only. The surcharge amount is calculated automatically and covers the exact cost of the processing fee. The surcharge amount collected does not cover the fixed monthly account costs. The downside of the surcharge is that debit cards are excluded being charged a fee, per card industry regulations. This would mean the City would end up paying the debit processing fees or would need to restrict the payment choice to only credit cards. Placing a limitation on debit cards would affect the overall number of card users and would significantly limit sewer account card use where debit cards are more likely to be used than credit cards. Another issue is that the details of the surcharge may be difficult for staff to communicate to customers. The surcharge will vary by card type, and staff will not know the exact surcharge amount until just before the transaction is processed.

OPTION 3: Absorb Costs

The City may absorb the costs of credit and debit card processing fees as a cost of doing business, similar to how most private businesses handle credit and debit purchases. This approach would provide maximum convenience and customer service. The actual amount of processing fees would vary significantly depending on the number of card transactions per month, as indicated in the table below.

		Estimated Monthly Processing Fees					
		15% of Transactions (Low)			55% of Transactions (High)		
	Monthly Account Fee	# of Charges per Month	Avg. Processing Fee	Fees per Month	# of Charges per Month	Avg. Processing Fee	Fees per Month
Sewer Account	\$27.50	86	\$1.14	\$98.23	315	\$1.14	\$360.15
General Charges (Admin Account)	\$27.50	12	\$1.02	\$12.31	44	\$1.02	\$45.15
Permit Charges (Admin Account)		3	\$20.39	\$63.46	11	\$20.39	\$232.69
Total	\$55.00	101		\$174.00	370		\$637.99
Annual Costs				\$2,088			\$7,656

Research of other peer communities suggests that for general administration sales it is common to use a cost absorption model to cover card processing fees. This is the method currently used by Municipal Court. In the case of utility payments, research of peer communities suggests that it is more common for a convenience fee or surcharge model to be used. Staff recommends using a single model for all accounts in order to maintain consistency and reduce confusion for customers.

BUDGET IMPACT

The impact to the Sewer Fund is estimated at \$1,200 to \$4,400 annually depending on the volume of credit/debit transactions. The impact to the General Fund is estimated at \$1,000 to \$3,400 depending on the volume of credit/debit transactions.

ITEM 4A4

For 04-28-14

Board of Aldermen - Finance Committee Meeting

ALTERNATIVES

1. Recommend the convenience fee model for credit card processing fees.
2. Recommend the surcharge model for credit card processing fees.
3. Approve the cost absorption model for credit card processing fees.
4. Select a combination of models for different transaction accounts.
5. Postpone the item.

STAFF RECOMMENDATION

Staff recommends using a cost absorption model to cover credit card processing fees. Initially this model will erode revenues. Eventually service fees for various transactions will need to be adjusted to account for the processing fees as an added cost of doing business. This method is the easiest to administer and provides the highest level of convenience and customer service. The downside of this approach is that it passes on a portion of credit processing fees to customers who chose to pay by cash or check.

SUGGESTED MOTION

I move to approve Option 3 (absorb costs) as the credit card processing model.

POLICY

The Purchasing Policy requires the Finance Committee to approve all purchases between \$2,500 and \$10,000. The estimated high volume credit processing fees are \$7,800 per year. Therefore, the Finance Committee may approve the cost absorption method, though future service fee adjustments will need to be recommended to the Board of Aldermen. If the Finance Committee chooses either a convenience fee or a surcharge, that must be recommended to the Board of Aldermen to adopt the new fee via ordinance.

CITY OF PARKVILLE

Policy Report

Date: Friday, May 2, 2014

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Melissa McChesney
City Clerk

ISSUE:

Approve an agreement with Julie Warm, Ph.D. for facilitation services for a strategic planning process.

BACKGROUND:

A review of city records indicates that the Board of Aldermen last established strategic goals in 2006 following a strategic planning retreat in October 2005. When City Administrator Lauren Palmer was hired in June 2013, the Mayor provided a compiled list of immediate priorities from the Board that needed to be addressed within the first year of employment. The list represented specific assignments, but it was not prioritized in any way to reflect strategic goals or a community vision. Many of the items on that list have been accomplished, so new direction is required.

Mayor Johnston and City Administrator Palmer request that the Board complete a strategic planning exercise this summer in advance of the 2015 budget process in the fall. It is highly recommended to engage a professional facilitator in this process in order to ensure open dialogue and efficient use of time. Staff has negotiated a professional services agreement with Julie Warm, Ph.D. to act as the facilitator. Dr. Warm is the Co-Director of Service Learning and oversees the Civic Engagement Program for the University of Missouri at Kansas City. She has extensive experience in local government, non-profit management, and higher education administration. For the last twenty years, she has worked in academe as a community liaison, administrator, and researcher. As a volunteer, she is an advocate for people with disabilities and served with various related boards and agencies.

The proposed agreement is split into two phases. If the agreement is approved, Dr. Warm will immediately begin Phase 1 which involves research to determine the most effective process to help Parkville develop strategic priorities. Dr. Warm will meet one-on-one with the governing body and will review various documents and city records to better understand the city's current position and objectives for the process. Following Phase 1, Dr. Warm will work with the Mayor and City Administrator to develop the agenda for a strategic planning workshop with the Board of Aldermen (Phase 2). This is anticipated to take place in July in one or two extended sessions (approximately 4-8 hours depending on the outcome of Phase 1).

The Mayor and City Administrator interviewed Dr. Warm and determined that she has the right skills and personality to effectively engage the Board in this process. Two other potential facilitators were contacted and/or interviewed, but Dr. Warm was best suited to meet the City's needs within the timeframe desired and at the most competitive cost. The total cost for services will be \$3,000.

BUDGET IMPACT:

The agreement provides for lump sum compensation in the amount of \$3,000. An hourly fee was also considered, but it was determined that a lump sum would likely be most advantageous to the City. Adequate funds are budgeted in the professional services line of the General Fund – Administration Department (10-501-08-02-02) for this service.

ALTERNATIVES:

1. Approve an agreement with Julie Warm, Ph.D. for facilitation services for a strategic planning process.
2. Approve the agreement with changes to satisfy the desires of the Board.
3. Do not approve the agreement and provide alternative direction to staff.
4. Take no action and refer the item back to the Finance Committee.
5. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving an agreement with Julie Warm, Ph.D. in the amount of \$3,000 for facilitation services for a strategic planning process.

FINANCE COMMITTEE RECOMMENDATION:

The Purchasing Policy (Resolution No. 02-01-13) allows the Finance Committee to approve all purchases in excess of \$2,500 and less than \$10,000. The next opportunity to present to the Finance Committee is May 12, 2014, and delaying for that action may affect the timing of the process. Dr. Warm hopes to complete Phase 1 in May due to other conflicts in June. Also, due to the nature of the request, City Administration desires to have input and support from the entire Board of Aldermen for this purchase. The Board may choose to postpone the item and refer it back to the Finance Committee for review and action, in which case a new project timeline will be required.

SUGGESTED MOTION:

I move to approve a professional services agreement with Julie Warm, Ph.D. of the University of Missouri at Kansas City in the amount of \$3,000 for facilitation services for a strategic planning process.

POLICY:

The Board of Aldermen must approve all purchases in excess of \$10,000 following a recommendation from the Finance Committee. Though this agreement is within the Finance Committee's purchasing authority, Board of Aldermen approval is requested due to the nature and timing of the agreement.

ATTACHMENT:

1. Agreement
-



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0015

May 7, 2014

Julie Warm, Ph.D.
University of Missouri – Kansas City
215 West Pershing Rd., 6th Floor
Kansas City, MO 64108

Dear Julie:

Thank you for agreeing to assist the City of Parkville with strategic planning. This letter documents the arrangement between you and the City for your facilitation services. The City agrees to retain you to perform and complete the services described in the enclosure entitled, "Exhibit A – Scope of Services." The City will compensate you with a lump sum of three thousand dollars (\$3,000) payable in incremental amounts among completion of specified tasks as outlined in Exhibit A. The lump sum is all-inclusive, and you are not entitled to reimbursement for miscellaneous expenses such as travel, postage, copies, etc. Additional services or materials provided shall be at your own risk, cost, and expense unless prior written consent is provided by the City.

The City is engaging you for this service due to your qualifications and experience. Subcontracting any portion of the work is not permitted unless prior written authorization is provided by the City. By accepting this engagement, you acknowledge that any documents, materials, and work product produced in whole or part through the work are owned by the City.

The work should commence immediately upon your acceptance of this engagement letter. Services shall be completed by July 31, 2014, unless additional time is extended by mutual consent of both you and the City. You will not be held accountable for reasonable delays caused by circumstances beyond the control of you or the City. Either party may terminate this engagement upon seven (7) days written notice to the other party via electronic mail.

Thank you again for your assistance. I look forward to working with you on this project.

Sincerely,


Lauren Palmer
City Administrator

Accepted:


Julie Warm, Ph.D.

**EXHIBIT A
SCOPE OF WORK
For
UMKC Civic Engagement Program
Julie Warm, Ph.D.**

**City of Parkville Missouri
2014 PRE-PLANNING and SETTING STRATEGIC PRIORITIES**

The Civic Engagement Program at UMKC is pleased to support the City of Parkville.

Phase 1 – Pre-Planning

Desired Outcome

Conduct research necessary to develop the most effective process to help the City of Parkville develop strategic priorities. Conduct research to enable Dr. Warm to effectively facilitate strategic priority setting. Report to the Mayor and/or City Administrator if the City is positioned to develop strategic priorities.

Strategies to Support Outcome

- Speak or meet with each Alderman to determine their willingness to engage in strategic priority setting.
- Review documents related to strategic planning in Parkville.
- Review City Council minutes.
- Review published newspaper reports regarding strategic directions or key civic issues.
- Review online publications such as blogs, social media regarding strategic directions or key civic issues.

Timeline

Phase 1 will begin upon acceptance of this proposal and will conclude within 30 days.

Phase 2 – Strategic Planning (If appropriate)

Desired Outcome

Assuming that Phase 1 Pre-planning reveals that strategic planning/priority setting is appropriate -- facilitate a conversation between Mayor, Members of the Board and Aldermen and selected city staff regarding strategic priorities.

Strategies to Support Outcome

- Meeting scheduled at a mutually agreed upon date
- Topics to be determined by pre-planning phase
- Agenda to be mutually determined
- Prepare a final report that summarizes the process and strategic priorities.

Timeline

Project will begin at the conclusion of the pre-planning phase and is anticipated to be completed by July 31, 2014.

Compensation

Phase 1	\$1,000
Phase 2	\$2,000
TOTAL	\$3,000

CITY OF PARKVILLE

Policy Report

Date: Tuesday, April 29, 2014

Prepared By:
Sean Ackerson
Assistant City Administrator /
Community Development Director

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Ordinance for the National Eighth Plat, Replat of Lots 11 and 12 and Part of the Southeast Quarter of Section 27, Township 51 North, Range 34 West, a minor subdivision in Parkville and Platte County, Missouri. Case PZ14-08. Applicant, Subsidiary Holdings, LLC, owners Lots 11 & 12 and Phillip & Catherine Martin, owners 10500 NW Crooked Road.

BACKGROUND:

The National Eighth Plat was approved by the Board of Aldermen by Ordinance 2018 on June 18, 2002. Lots 11 and 12 of the National Eighth Plat have never developed. The existing terrain makes the lots potentially harder to develop than other lots in the area. In addition, a portion of the private improvements for the abutting single family home to the west, 10500 NW Crooked Road, have been constructed on Lot 11. To resolve both issues, the owner of Lot 11 would like to convey a portion of Lot 11 to the abutting property owner to the west and then combine the balance of Lot 11 and all of Lot 12 into a new Lot 11-A. The abutting property and that portion of Lot 11 to be conveyed, would be combined into a new Lot 12-A. Since the abutting property is located in unincorporated Platte County, the plat requires approval by both the City of Parkville and Platte County.

No easements or rights-of-way have changed from the previously approval National Eighth Plat. The plat does not affect existing utilities and no new public improvements are required or proposed. With the exception of private lateral lines, all other public improvements have previously been completed and accepted.

Separately, neither annexation of 10500 NW Crooked Road nor de-annexation of that portion of Lot 11 to be conveyed to and combined with 10500 NW Crooked Road is proposed at this time. Either may be anticipated as a separate action in the future. Meanwhile, if the proposed plat is approved, that portion of 10500 NW Crooked Road located in the City limits would be subject to City codes and regulations. Since the subject area does not contain any portion of the single-family home and only contains fences and other accessory structures, no issues are anticipated.

BUDGET IMPACT:

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

ALTERNATIVES:

1. Approve the Replat by ordinance as submitted, subject to approval by the County.
2. Deny the Replat
3. Postpone the Replat for future consideration

STAFF RECOMMENDATION:

Staff recommends approval of the proposed final plat as submitted, subject to approval by the County.

POLICY:

All plats must be approved by the Board of Aldermen prior to recording.

SUGGESTED MOTION:

I move that Bill No. 2776, an ordinance approving the National Eighth Plat, Replat of Lots 11 and 12 and Part of the Southeast Quarter of Section 27, Township 51 North, Range 34 West, a minor subdivision in Parkville and Platte County, Missouri, be approved on first reading and passed to second reading by title only.

I move that Bill No. 2776 be approved on first reading and passed to second reading by title only.

I move that Bill No. 2776 be approved on second reading to become Ordinance No. _____.

ATTACHMENTS:

1. Proposed Ordinance
2. National Eighth Plat, Replat of Lots 11 and 12 and Part of the Southeast Quarter of Section 27, Township 51 North, Range 34 West, a minor subdivision in Parkville and Platte County, Missouri
3. Area maps prepared by staff

AN ORDINANCE APPROVING THE NATIONAL EIGHTH PLAT, REPLAT OF LOTS 11 AND 12 AND PART OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 51 NORTH, RANGE 34 WEST, A MINOR SUBDIVISION IN PARKVILLE AND PLATTE COUNTY, MISSOURI.

WHEREAS, the Final Plat of the National Eighth Plat was approved by the Board of Aldermen via ordinance 2018 on June 18, 2002; and

WHEREAS, all of lots 11 and 12 of the National Eighth Plat are incorporated into the City of Parkville and the abutting property to the west, 10500 NW Crooked Road, is located in unincorporated Platte County; and

WHEREAS, a portion of the private improvements for 10500 NW Crooked Road have been constructed on Lot 11 of the National Eighth Plat; and

WHEREAS, the owner of Lots 11 and 12 of the National Eighth Plat would now like to convey a portion of Lot 11 to the abutting property owner to the west and combine the balance of Lot 11 and all of Lot 12 into a single parcel; and

WHEREAS, all property owners have consented to the conveyance of property from Lot 11 to the abutting property to the west; and

WHEREAS, the *National Eighth Plat, Replat of Lots 11 and 12 and Part of the Southeast Quarter of Section 27, Township 51 North, Range 34 West, a minor subdivision in Parkville and Platte County, Missouri*, contains incorporated and unincorporated property, therefore requiring approval by the City of Parkville and Platte County.

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

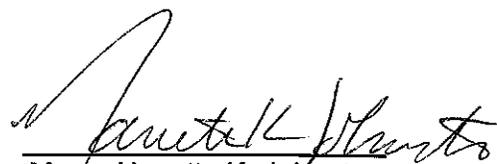
SECTION 1. *The National Eighth Plat, Replat of Lots 11 and 12 and Part of the Southeast Quarter of Section 27, Township 51 North, Range 34 West, a minor subdivision in Parkville and Platte County, Missouri*, attached hereto and incorporated herein by reference as Exhibit A, is hereby approved, subject to approval by Platte County.

SECTION 2. The City hereby accepts and agrees to maintain City improvements, in easements and rights-of-ways dedicated to the City, which are designated on said plat.

SECTION 3. The City Clerk is hereby directed to have said plat recorded in the office of the Platte County Recorder of Deeds following execution.

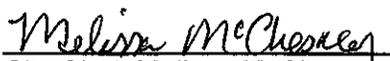
SECTION 4. This ordinance shall be effective upon its passage and approval by the Board of Aldermen, subject to approval by Platte County.

PASSED and APPROVED this 6th day of May 2014.



Mayor Nanette K. Johnston

ATTESTED:



City Clerk Melissa McChesney



(FINAL PLAT)

THE NATIONAL EIGHTH PLAT, REPLAT OF LOTS 11 AND 12 AND PART OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 51 NORTH, RANGE 34 WEST A MINOR SUBDIVISION IN PARKVILLE AND PLATTE COUNTY, MISSOURI

UNPLATTED BOOK 1102 - PAGE 164

UNPLATTED BOOK 864 - PAGE 396

PROPERTY DESCRIPTION CONTAINING 114,464 SQUARE FEET OR 2.63 ACRES

ALL OF LOTS 11 AND 12, THE NATIONAL - EIGHTH PLAT, A SUBDIVISION IN PARKVILLE, AND PART OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 51 NORTH, RANGE 34 WEST, PLATTE COUNTY, MISSOURI BEING FURTHER DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 12; THENCE S89°59'07"E, ALONG THE NORTH LINE OF SAID LOT 12, A DISTANCE OF 120.84 FEET TO THE NORTHEAST CORNER OF SAID LOT 12; THENCE S02°14'07"E, ALONG THE EAST LINE OF SAID LOT 12, A DISTANCE OF 114.82 FEET TO THE NORTHERLY MOST CORNER OF SAID LOT 11; THENCE S27°42'42"E, ALONG THE NORTH LINE OF SAID LOT 11, A DISTANCE OF 35.66 FEET TO THE NORTHEASTERLY CORNER OF SAID LOT 11; THENCE S02°00'44"W, ALONG THE EAST LINE OF SAID LOT 11, A DISTANCE OF 311.71 FEET TO THE SOUTHEAST CORNER OF SAID LOT 11, SAID POINT ALSO BEING ON THE NORTHERLY RIGHT OF WAY LINE OF CROOKED ROAD; THENCE N35°11'58"W, ALONG THE SOUTHERLY LINE OF SAID LOTS 11 AND 12, AND ALONG SAID NORTHERLY RIGHT OF WAY LINE, A DISTANCE OF 228.61 FEET TO THE SOUTHWEST CORNER OF SAID LOT 12; THENCE N39°28'47"W, CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE, A DISTANCE OF 29.31 FEET; THENCE N45°31'56"W, CONTINUING ALONG SAID NORTHERLY RIGHT OF WAY LINE, A DISTANCE OF 204.11 FEET; THENCE N11°58'23"E, A DISTANCE OF 450.40 FEET TO THE NORTH LINE OF SAID SOUTHEAST QUARTER OF SECTION 27; THENCE S89°59'07"E, ALONG SAID NORTH LINE, A DISTANCE OF 72.72 FEET TO THE NORTHWEST CORNER OF THE EAST HALF OF SAID SOUTHEAST QUARTER; THENCE S00°10'31"W, ALONG THE WEST LINE OF SAID EAST HALF, A DISTANCE OF 334.96 FEET TO THE POINT OF BEGINNING.

BOUNDARY SURVEY NOTES:

- 1. THE FOLLOWING STANDARD MONUMENTATION HAS BEEN SET AT THE NOTED LOCATION UNLESS INDICATED OTHERWISE ON THIS DRAWING: SEMI-PERMANENT MONUMENTATION: CHISELED CROSS AT ALL CORNERS MARKED " * " 1/2" IRON BAR WITH PLASTIC CAP STAMPED "LS-2007000089" SET AT ALL CORNERS MARKED " • " PERMANENT MONUMENTATION: 5/8" IRON BAR WITH ALUMINUM CAP STAMPED "LS-2007000089" SET AT ALL CORNERS MARKED " ▲ "
2. THE POSITION OF EXISTING MONUMENTATION AS INDICATED BY AN " * ", " • " OR " ▲ ", IF NOT THE TRUE CORNER, IS BY DIFFERENCES IN COORDINATES OR AT RIGHT ANGLES TO THE PROPERTY LINE AT THE NOTED DISTANCE FROM THE NEAREST BOUNDARY CORNER.
3. THE SOURCE OF THE DESCRIPTION USED FOR THIS SURVEY WAS DERIVED FROM THE PLAT OF THE NATIONAL - EIGHTH PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI.
4. THE BEARINGS SHOWN HEREON ARE BASED UPON THE PLAT OF THE NATIONAL - EIGHTH PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI, SAID BEARING WERE ESTABLISHED USING THE MISSOURI COORDINATE SYSTEM 1983, WESTERN ZONE AT KANSAS CITY METRO CONTROL MONUMENT PL-15 AND PL-18 (1989 ADJUSTMENT) AND BUFORD (2001 ADJUSTMENT).
5. THIS SURVEY DOES NOT REFLECT ANY OF THE FOLLOWING WHICH WERE EITHER NOT REQUESTED OR FURNISHED BY THE CLIENT OR ARE NOT WITHIN THE SCOPE OF THE SERVICES PROVIDED BY A PROFESSIONAL SURVEYOR: THEREFORE, THIS SURVEYOR DOES NOT ACCEPT ANY LIABILITY SHOULD ANY OF THEM BE APPLICABLE TO THE SUBJECT REAL ESTATE: SUBSURFACE CONDITIONS; BUILDING SET BACK LINES; RESTRICTIVE COVENANTS; SUBDIVISION RESTRICTIONS; AND ZONING OR OTHER LAND USE REGULATIONS.
6. NO TITLE POLICY WAS PROVIDED BY THE CLIENT FOR THIS SURVEY.
7. THIS SURVEY MEETS OR EXCEEDS THE ACCURACY STANDARDS OF AN URBAN PROPERTY SURVEY AS DEFINED BY THE "MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS".
8. ACCORDING TO THE FLOOD INSURANCE RATE MAP OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY, PANEL NUMBER 165 OF 175, COMMUNITY-PANEL NUMBER 290475, 0165A, EFFECTIVE DATE: DECEMBER 18, 1979, THE SUBJECT PROPERTY IS IN ZONE C, AN AREA OF MINIMAL FLOODING.

DEDICATION:

THE UNDERSIGNED PROPRIETORS OF THE PROPERTY DESCRIBED HEREIN HAVE CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER AS SHOWN ON THIS PLAT AND SAID PROPERTY SHALL HEREAFTER BE KNOWN AS:

THE NATIONAL EIGHTH PLAT, REPLAT OF LOTS 11 AND 12 AND PART OF THE SOUTHEAST QUARTER OF SECTION 27, TOWNSHIP 51 NORTH, RANGE 34 WEST

EASEMENTS:

AN EASEMENT IS HEREBY GRANTED TO PLATTE COUNTY, MISSOURI AND THE CITY OF PARKVILLE, MISSOURI, MISSOURI AMERICAN WATER COMPANY, KCP&L, MISSOURI GAS ENERGY, PLATTE COUNTY REGIONAL SEWER DISTRICT AND ALL OTHER PUBLIC UTILITY COMPANIES, THEIR SUCCESSORS AND ASSIGNS, THE RIGHT AND EASEMENT FOR THE PURPOSE OF LOCATING, CONSTRUCTING, OPERATING, AND MAINTAINING FACILITIES FOR WATER, GAS, ELECTRICITY, SEWAGE, TELEPHONE, CABLE TV AND SURFACE DRAINAGE, INCLUDING BUT NOT LIMITED TO UNDERGROUND PIPES AND CONDUITS, PAD MOUNTED TRANSFORMERS, SERVICE PEDESTALS, ANY OR ALL OF THEM UPON, OVER, UNDER AND ALONG THE STRIPS OF LAND DESIGNATED AS UTILITY EASEMENTS (U/E). WHERE OTHERS ARE DESIGNATED FOR A PARTICULAR PURPOSE, THE USE THEREOF SHALL BE LIMITED TO THAT PURPOSE ONLY. ALL THE ABOVE EASEMENTS SHALL BE KEPT FREE FROM ANY AND ALL OBSTRUCTIONS WHICH WOULD INTERFERE WITH THE CONSTRUCTION OR RECONSTRUCTION, PROPER SAFE AND CONTINUOUS MAINTENANCE OF THE AFORESAID USES AND SPECIFICALLY THERE SHALL NOT BE BUILT THEREON OR THEREOVER ANY STRUCTURE (EXCEPT DRIVEWAYS, PAVED AREAS, GRASS, SHRUBS AND FENCES) NOR SHALL THERE BE ANY OBSTRUCTION TO INTERFERE WITH THE AGENTS AND EMPLOYEES THOSE LISTED ABOVE AND ITS FRANCHISED UTILITIES FROM GOING UPON SAID EASEMENT AND AS MUCH OF THE ADJOINING LANDS AS MAY BE REASONABLY NECESSARY IN EXERCISING THE RIGHTS GRANTED BY THE EASEMENT. NO EXCAVATION OR FILL SHALL BE MADE OR OPERATION OF ANY KIND OR NATURE SHALL BE PERFORMED WHICH WILL REDUCE OR INCREASE THE EARTH COVERAGE OVER THE UTILITIES ABOVE STATED OR THE APPURTENANCES THERETO WITHOUT THE WRITTEN APPROVAL OF THE PLATTE COUNTY AND OR CITY OF PARKVILLE PLANNING AND ZONING DIRECTOR.

BUILDING LINES:

BUILDING LINES OR SETBACK LINES ARE HEREBY ESTABLISHED AS SHOWN ON THIS PLAT, AND NO BUILDING OR PORTION THEREOF SHALL BE BUILT OR OTHERWISE LOCATED BETWEEN THIS LINE AND THE STREET RIGHT-OF-WAY LINE.

STREETS:

THE STREETS AND RIGHTS OF WAY SHOWN ON THIS PLAT AND NOT HERETOFORE DEDICATED TO PUBLIC USE ARE HEREBY SO DEDICATED

COVENANTS AND RESTRICTIONS:

THE COVENANTS AND RESTRICTIONS FILED WITH THE NATIONAL - EIGHTH PLAT (BOOK _____ AT PAGE _____) CONTINUE TO APPLY TO THE AREAS PREVIOUSLY IN SAID PLAT AS SHOWN HEREON. NO NEW COVENANTS OR RESTRICTIONS WILL BE FILED FOR THE PREVIOUSLY UNPLATTED PORTION.

IN TESTIMONY WHEREOF:

ALAN L. HALL, EXECUTIVE VICE PRESIDENT OF SUBSIDIARY HOLDINGS, LLC AND PHILLIP E. AND CATHERINE J. MARTIN HAVE CAUSED THESE PRESENTS TO BE EXECUTED THIS ____ DAY OF _____, 2014.

ALAN L. HALL, EXECUTIVE VICE PRESIDENT

PHILLIP E. MARTIN CATHERINE J. MARTIN

NOTARY CERTIFICATION:

STATE OF MISSOURI)) SS: COUNTY OF PLATTE)

BE IT REMEMBERED THAT ON THIS ____ DAY OF _____, 2013, BEFORE ME, THE UNDERSIGNED NOTARY PUBLIC, APPEARED ALAN L. HALL, EXECUTIVE VICE PRESIDENT OF SUBSIDIARY HOLDINGS, LLC, AND PHILLIP E. MARTIN AND CATHERINE J. MARTIN, TO ME KNOWN TO BE THE PERSON DESCRIBED HEREIN AND WHO BEING DULY SWORN BY ME, DID ACKNOWLEDGE THAT THIS INSTRUMENT WAS SIGNED ON THEIR FREE ACT AND DEED.

IN WITNESS WHEREOF:

MY COMMISSION EXPIRES:

NOTARY PUBLIC

PLATTE COUNTY PLANNING AND ZONING DEPARTMENT: THIS IS TO CERTIFY THAT THE ATTACHED PLAT WAS DULY PRESENTED FOR APPROVAL OF THE PLATTE COUNTY PLANNING AND ZONING DEPARTMENT, AND HAS BEEN APPROVED ON THIS ____ DAY OF _____, 2014.

DANIEL ERICKSON, DIRECTOR

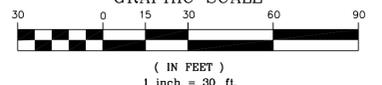
CITY OF PARKVILLE, MISSOURI THIS IS TO CERTIFY THAT THE ATTACHED PLAT WAS SUBMITTED TO, CONSIDERED AND APPROVED BY THE PARKVILLE BOARD OF ALDERMEN THIS ____ DAY OF _____, 2014. SAID PLAT WAS APPROVED VIA ORDINANCE # _____.

NANETTE JOHNSTON, MAYOR

MELISSA McCHESNEY, CITY CLERK



GRAPHIC SCALE



(IN FEET) 1 inch = 30 ft.

SUNSET VIEW

UNPLATTED BOOK 676 - PAGE 191

UNPLATTED NATIONAL COOP. COURSE BOOK 676 - PAGE 448

POINT OF BEGINNING

FOUND 1/2" BAR WITH CAP STAMPED LS-2007000089 N 337011.969 E 832716.9224

LOT 12 68,379 SQUARE FEET 1.57 ACRES

BOOK 1118 - PAGE 590

S89°53'51"E 120.84'

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-291D N 337011.9310 E 832753.9488

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-2007000089 N 336976.3623 E 832754.7146

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-2007000089 N 336979.2071 E 832666.1959

PLAT BOUNDARY

FOUND 1" PIPE ON R/W LINE 0.92' SE OF PROPERTY CORNER N 336979.2071 E 832666.1959

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-2007000089 (TYPICAL)

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-2007000089 N 336935.6306 E 832710.5897

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-291D N 336928.7351 E 832716.2698

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-291D N 336911.969 E 832716.9224

PLAT BOUNDARY

FOUND 1/2" BAR WITH CAP STAMPED LS-291D N 336871.7999 E 832756.4325

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PLAT BOUNDARY

OWNERS: PHILLIP E. AND CATHERINE J. MARTIN 10500 CROOKED ROAD PARKVILLE, MISSOURI 64152 (UNPLATTED PORTION LYING IN UNINCORPORATED COUNTY)

SUBSIDIARY HOLDINGS, LLC PO BOX 1250 PLATTE CITY, MISSOURI 64079 (ORIGINAL LOT 11 AND LOT 12)

TRAVERSE NOTE BEARINGS AND COORDINATES (IN METERS) SHOWN HEREON ARE REFERENCED TO THE MISSOURI COORDINATE SYSTEM 1983 USING MISSOURI GEOGRAPHIC REFERENCE SYSTEM CONTROL MONUMENT PL-15, PL-18 AND BUFORD. COORDINATES WERE ESTABLISHED ON SITE BY GFS USING BUFORD GRID FACTOR OF 0.9899082. BUFORD (N=336,130.785 E=831,728.080).

SURVEYOR'S CERTIFICATION I HEREBY CERTIFY THAT WE HAVE MADE A SURVEY OF THE PREMISES HEREIN DESCRIBED WHICH MEET OR EXCEED THE CURRENT MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS JOINTLY ESTABLISHED BY THE MISSOURI DEPARTMENT OF NATURAL RESOURCES, DIVISION OF GEOLOGY AND LAND SURVEY AND THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, PROFESSIONAL LAND SURVEYORS AND LANDSCAPE ARCHITECTS, AND THAT THE RESULTS OF SAID SURVEY ARE REPRESENTED ON THIS DRAWING TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF.

ROBERT G. YOUNG, PLS-2007000089 DATE REVISED - 05/01/2014 - PER CITY AND COUNTY COMMENTS - R.G.Y.

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R.L. Buford & Associates, LLC LAND SURVEYING - DEVELOPMENT CONSULTANTS R.L. BUFORD & ASSOCIATES, LLC - MO CERT. OF AUTHORITY LICENSE NO. LS-2010031977

P.O. BOX 14069, PARKVILLE, MO. 64152 (816) 741-6152

SEC. - TWP. - RGE. COUNTY JOB NO. DATE FIELD BOOK PAGE DRAWN BY 27-51-34 PLATTE P-13125 03/11/2014 LOOSE LEAF LOOSE LEAF R.G.Y.

**PZ14-08 – Replat – Lots 11 & 12, National 8th Plat
Area Map - subject parcels and corporate limits**



**PZ14-08 – Replat – Lots 11 & 12, National 8th Plat
General area map**

