



Notes: At 5:00 p.m. a closed executive session will be held to discuss attorney-client matters, pursuant to RSMo 610.021(1), and personnel matters pursuant to RSMo 610.021(3).

At 6:00 p.m. a work session will be held regarding the I-435/Highway 45 Feasibility Study report.

BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, August 19, 2014, 7:00 pm
City Hall Boardroom

Next numbers: Bill No. 2803 / Ord. No. 2773

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for August 5, 2014 regular meeting
- B. Receive and file the financial report for the month ending July 31, 2014
- C. Authorize staff to engage Northland Alternative Service Program for court-appointed community service volunteers
- D. Approve a volleyball court use agreement with the Platte County Community Center South YMCA granting exclusive use of three sand volleyball courts in English Landing Park on Sunday evenings September 7 through November 1, 2014
- E. Approve a sign permit for two wall signs and one monument sign for the Marshall Dental Office, 6112 9 Highway – Application No. SPA14-02 through 14; Whitney Graves, Metal Works Co. on behalf of Dr. Craig Marshal
- F. Approve Resolution No. 08-02-14 adopting the revised Vision Downtown Parkville (formerly referred to as the Parkville Downtown Master Plan)
- G. Approve Work Authorization No. 31B with North Hills Engineering for engineering work for the 2014 sewer line closed circuit television and cleaning project in the amount of \$7,875
- H. Approve accounts payable for July 28 through August 13, 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. Approve an ordinance repealing and replacing Parkville Municipal Code Chapter 107 to disclose potential conflicts of interest and substantial interests for certain officials (Administration)
- B. Approve an ordinance amending the conditional use permit for the existing lattice cell tower at 6205 Kelly Drive to allow additional antenna and modifications –Case PZ14-20; T-Mobile, applicant (Community Development)
- C. Approve a final site plan for a 60 foot monopole training tower in the “B-P” Business Park District – Case PZ14-24; Pinnacle Career Institute, applicant (Community Development)
- D. Approve exterior modifications and change of use from a bank to a restaurant in a B-4 Zoning District at 6420 Crooked Road – Case PZ14-23; Karla Gray, applicant (Community Development)
- E. Approve the installation of a historical marker for the Steamboat Arabia in English Landing Park (Public Works)
- F. Approve Platte Landing Park Drive as the name for the new road to Platte Landing Park (Public Works)

6. STAFF UPDATES ON ACTIVITIES

- A. Police Department

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

8. ADJOURN

General Agenda Notes:

This agenda closed at noon on Thursday, August 14, 2014. With the exception of emergencies or other urgent matters, any item requested after the agenda was closed will be placed on the next board meeting agenda. Emergencies and urgent matters may be placed on an amended agenda only upon the vote of the Board of Aldermen.

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:02 p.m. on Tuesday, August 5, 2014, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- absent with prior notice
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Kendall Welch	- present
Ward 3 Alderman David Jones	- absent with prior notice
Ward 4 Alderman Marc Sportsman	- absent with prior notice
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Major Kevin Davis, Police Department
Kirk Rome, P.E., Public Works Director
Steve Chinn, City Attorney

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

2. CITIZEN INPUT

3. MAYOR'S REPORT

Mayor Johnston recognized several events that happened in July. Neil Davidson received the Civic Leadership Award on July 17; the Board and City staff held a strategic planning session on July 18 to help set priorities for the 2015 budget and an update was planned for the Parkville Chamber of Commerce on August 8; the delegation from the partner city Jesus Maria Jalisco, Mexico visited Parkville on July 21 and a reception was held at City Hall; and on July 30 the city was surprised when President Barack Obama visited Parkville.

A. Approve the appointment of Susan Robb to the Community Land and Recreation Board through May 2017

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE THE APPOINTMENT OF SUSAN ROBB TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2017. ALL AYES, MOTION PASSED 5-0.

4. CONSENT AGENDA

- A. Approve the minutes for July 15, 2014 regular meeting
- B. Approve a right-of-way agreement with Unite Private Networks for fiber optic cables
- C. Authorize staff to prepare and submit a grant application for the KCP&L Energizing Our Environment Micro-Grant Program to provide shade trees at the new dog park at Platte Landing Park
- D. Approve a professional services agreement with North Hills Engineering, Inc. for on-call engineering services
- E. Approve a liquor by the drink picnic license for the Friends of the Parkville Parks for Parktoberfest on October 4, 2014
- F. Receive and file the June 2013 sewer report

- G. Approve the purchase of a truck for the Streets Division of the Public Works Department
- H. Approve Accounts Payable from July 9 to July 28, 2014

Aldermen Driver recused herself because she was the applicant on one of the items on the consent agenda.

IT WAS MOVED BY ALDERMAN WERNER AND SECONDED BY ALDERMAN PLUMB TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES, MOTION PASSED 4-0.

Alderman Driver returned to the meeting.

5. ACTION AGENDA

A. Approve an ordinance employing Scott A. Gould as a police officer

Major Kevin Davis noted Mr. Gould was a northland resident, graduated from Maple Woods College and would graduate from Park University. He added he attended the Blue River Police Academy and worked for other police departments on a part-time basis.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO 2798, AN ORDINANCE **HIRING OF SCOTT A. GOULD AS A POLICE OFFICER FOR THE CITY OF PARKVILLE, MISSOURI, EFFECTIVE AUGUST 12, 2014, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.**

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2798 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2798 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2768. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

B. Approve an ordinance to update Chapter 610 and related sections of the Municipal Code regarding Peddlers, Solicitors and Canvassers

City Administrator Lauren Palmer explained the code was last updated in 2003 and was brought to staff's attention when an issue arose in July with an approved permit which was subsequently revoked due to an outstanding warrant not shown on the background check provided. The applicant claimed the City did not have the authority to revoke the license based on the current code. Palmer stated that several sections were outdated and inconsistent and staff determined a complete update of the chapter was needed.

Highlights of the new code included: the applicant was now responsible for providing a background check from the Missouri Highway Patrol; the permit would be denied or revoked if the applicant had been convicted within the last seven years; appeals would go through the City Administrator instead of the Board to improve efficiency; the definition of handbills was changed to include both commercial and non-commercial advertising; specified both residences and businesses could be included on the No Visit List; applicants would no longer have the option to apply for a permit or a business license; and the peddler/solicitor portions were taken out of the business license chapter.

The ordinance also created a schedule of fees in Chapter 800, which was originally created as a placeholder for all the fees but was never previously used. The schedule of fees would create a

central area where all the fees would be located and easy to reference and would make it easier during budget discussions if the Board wished to increase all the fees by a certain percentage in one code change instead of having to update each code separately. Future amendments would be made as needed to move the fees to the schedule in Chapter 800 by resolution.

Further discussion focused on the rules for canvassers, including political candidates, who had to adhere to the No Visit List and the designated times for the activity; the No Visit List and consequences for anyone that visited those residences; and violations and revocations of permits.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2799, AN ORDINANCE **AMENDING REGULATIONS FOR PEDDLERS, SOLICITORS, AND CANVASSERS**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2799 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2799 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2769. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

C. Approve Resolution No. 08-01-14 to establish a schedule of fees and set the fee for the peddling and soliciting permit

City Administrator Lauren Palmer recommended a fee of \$50 for a one-time permit with a 30-day consecutive term with the option to renew if all conditions were still being met. The current fee was \$4 per day for a six-month period and was not enough to cover the staff time needed to issue a permit.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE RESOLUTION NO. 08-01-14 ESTABLISHING THE SCHEDULE OF FEES AND SETTING EACH SOLICITATION AND PEDDLING PERMIT FEE AT \$50 FOR A TERM OF 30 CONSECUTIVE DAYS. ALL AYES, MOTION CARRIED 5-0.

D. Approve a contract with TranSystems for engineering design and construction observation services for the Route 9 Downtown Entryway Improvements Project in the amount of \$26,434.27

City Administrator Lauren Palmer said that in April 2013 the City received a transportation enhancement grant for improvements to Highway 9 that included sidewalks, landscaping and signage enhancements. Due to delays the project was behind schedule and staff received an extension from the Missouri Department of Transportation (MoDOT) through December 31, at which time the plans, specifications and estimate would have to be approved by MoDOT. She added the final design would trigger the release of the grant funds from the Mid-America Regional Council. It would allow staff to proceed with construction next spring which was a better season for landscaping.

Staff recommended engaging a consultant for the design because it was a highly visible, iconic entryway to feature downtown and it was best to have expertise from an outside entity. It would also set the standard for the rest of the Highway 9 corridor. A Request for Qualifications was issued based on MoDOT's on-call consultant process; three proposals were received and the selection committee recommended TranSystems with a proposed fee of \$26,434.27. The Finance Committee discussed funding sources for the design and recommended using the Projects Fund

and the Fewson Fund. To plug the gap the remaining funding would come from the General Fund's remaining balance of the professional services line item, which was set aside for consultant services for insurance renewals and brokerage services but was not needed for the 2015 renewal.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE AN ENGINEERING DESIGN SERVICES CONTRACT WITH TRANSYSTEMS FOR THE ROUTE 9 DOWNTOWN ENTRYWAY IMPROVEMENTS PROJECT IN THE AMOUNT OF \$26,434.27. ALL AYES, MOTION CARRIED 5-0.

E. Approve the final payment to Judy Company in the amount of \$21,820.88 to close out the Brink Myer Retaining Wall Reconstruction Project

Public Works Director Kirk Rome, P.E., explained that in April 2009 a 150 foot section of the Brink Myer retaining wall fell. Several years of litigation followed and RTE Technologies was contracted to design the repairs. In the summer of 2013 the wall was completed by The Judy Company, who submitted the low bid. They identified nine items that could be value-engineered and completed in-house to help reduce the cost.

Rome added that during the reconstruction The Judy Company used a surveyor to identify the lines and grades to meet RTE Technologies' specifications. After much of the wall was built a subcontractor placed shotcrete and ended up being 28 percent over the planned quantity. The Judy Company presented the cost to staff that rejected it because the City had not been notified of the additional cost before it was placed. Rome stated the contract was for a lump sum amount so the contractor was responsible to verify the quantities and assume the risk. Staff confirmed with RTE Technologies that The Judy Company was not able to determine at the time of bid how much shotcrete was needed. After much discussion, The Judy Company agreed to reduce their cost and City staff and the city attorney felt it was a fair amount. Rome added if the agreement was approved, the final payment would be commissioned on release of future claims signed by The Judy Company.

The Brink Myer Wall Fund had adequate funding to cover the additional cost and the General Fund would be reimbursed by the money remaining in the fund after the payment. Staff recommended approving the final payment contingent upon the signed waiver. Rome noted the total cost was below the original low bid amount.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO APPROVE FINAL PAYMENT TO THE JUDY COMPANY IN THE AMOUNT OF \$21,820.88, FOR A TOTAL FINAL CONTRACT AMOUNT OF \$1,070,000, CONTINGENT UPON RECEIPT OF A FINAL RELEASE AND WAIVER. ALL AYES, MOTION PASSED 5-0.

F. Approve an ordinance employing William Thomsen as a full-time seasonal maintenance worker assigned to the Parks Division of the Public Works Department

Public Works Director Kirk Rome, P.E., stated Mr. Thomsen would fill a full-time vacant position, budgeted in 2014, that would end in October.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2800, AN ORDINANCE HIRING WILLIAM THOMSEN AS A FULL-TIME SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE CITY OF PARKVILLE, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB

THAT BILL NO. 2800 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2800 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2770. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

G. Approve an ordinance employing George Sarpong as a full-time seasonal maintenance worker assigned to the Parks Division of the Public Works Department

Public Works Director Kirk Rome, P.E., said Mr. Sarpong who would replace Travis Phelan as one of the three full-time seasonal maintenance worker positions that was budgeted in 2014 and would end in October.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2801, AN ORDINANCE **HIRING GEORGE SARPONG AS A FULL-TIME SEASONAL LANDSCAPE MAINTENANCE WORKER FOR THE CITY OF PARKVILLE**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2801 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2801 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2771. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

H. Approve an ordinance adjusting the hourly rate of pay for Travis Phelan and Tiffany Falstich

Public Works Director Kirk Rome, P.E., explained Mr. Phelan and Ms. Falstich were recently hired at a rate of \$11.50 per hour. The increase was requested in order to ensure equity among the employees hired in the prior agenda items.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2802, AN ORDINANCE **TO SET THE HOURLY RATE OF PAY AT \$12.00 FOR TRAVIS PHELAN AND TIFFANY FALSTICH**, BE APPROVED FOR FIRST READING. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2802 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES, MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB THAT BILL NO. 2802 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2772. ALL AYES BY ROLL CALL VOTE: PLUMB, WELCH, WERNER, DRIVER, AND RITTMAN. MOTION PASSED 5-0.

6. STAFF UPDATES ON ACTIVITIES

City Administrator Lauren Palmer updated the Board on the Highway 9 Corridor Study, noting that staff was working on getting support for the local match and would give a final update once the amounts were determined. She added that she, Mayor Johnston and Assistant City Administrator/

Community Development Director Sean Ackerson scheduled a meeting with Riverside to discuss a possible partnership to extend the corridor study to Maddox Road. The partnership would help improve the competitiveness and show regional support for the project.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Welch – Environmental

Alderman Welch said she took the suggestion from Alderman Sportsman at the last meeting to contact the electronic recycling company to increase the number of times they accepted recycling. She added they would accept recycling monthly starting in September. She also updated the Board about recycling bin theft at English Landing Park and noted that Blacksher Trash Service was in the process of replacing the stolen bins.

Alderman Driver – Nature Sanctuary

Alderman Driver provided an update on the Nature Sanctuary and recognized the individuals and groups that volunteered in the summer that helped to replace safety railings on the boardwalk, trimmed branches on the trails, finished the low land and spread rocks, and placed a new sign at the trailhead. Mayor Johnston said she would like to recognize the volunteers at a future Board meeting.

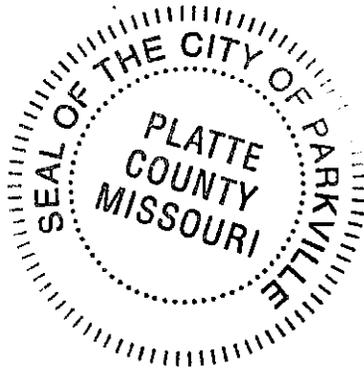
8. ADJOURN

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO **ADJOURN THE AUGUST 5, 2014 REGULAR BOARD MEETING AT 8:05 P.M. ALL AYE; MOTION PASSED 5-0.**

The minutes for Tuesday, August 5, 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 nineteenth day of August 2014.

Submitted by:

Melissa McChesney
City Clerk Melissa McChesney





FINANCIAL REPORT

For the Month Ended July 31, 2014

Unaudited Financial Reports

To Be Used for

Budgetary Management Purposes

REVENUE AND EXPENDITURES BUDGETARY COMPARISON REPORT

AS OF: July 31, 2014

10 -General Fund

FINANCIAL SUMMARY

58.33 % OF FISCAL YEAR COMPLETED

	2014 ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
REVENUE SUMMARY						
TAXES	1,067,700	2,512.06	1,064,464.21	99.7%	3,235.79	1,057,833.83
LICENSES	40,900	1,192.50	33,741.00	82.5%	7,159.00	20,918.00
PERMITS	201,000	29,024.79	192,274.59	95.7%	8,725.41	114,251.37
FRANCHISE FEES	837,000	110,556.53	538,067.61	64.3%	298,932.39	494,709.24
SALES TAXES	910,000	102,330.98	576,907.58	63.4%	333,092.42	516,876.68
OTHER REVENUE	28,200	1,972.50	18,626.50	66.1%	9,573.50	18,145.00
COURT REVENUE	290,000	23,208.40	135,493.90	46.7%	154,506.10	144,891.94
INTEREST INCOME	22,000	545.12	3,927.13	17.9%	18,072.87	16,033.75
MISCELLANEOUS REVENUE	24,000	498.04	19,501.61	81.3%	4,498.39	48,026.21
GRANT REVENUE	13,000	0.00	0.00	0.0%	13,000.00	4,594.08
TRANSFERS IN	455,000	37,916.66	312,347.89	68.6%	142,652.11	422,916.62
TOTAL REVENUES	<u>3,888,800</u>	<u>309,757.58</u>	<u>2,895,352.02</u>	<u>74.5%</u>	<u>993,447.98</u>	<u>2,859,196.72</u>
EXPENDITURE SUMMARY						
ADMINISTRATION	909,886	49,330.29	564,065.26	62.0%	345,820.74	476,088.61
POLICE	1,268,586	73,828.22	660,990.88	52.1%	607,595.12	636,310.54
MUNICIPAL COURT	147,313	8,788.82	85,326.71	57.9%	61,986.29	83,208.66
PUBLIC WORKS	241,414	10,706.89	70,040.94	29.0%	171,373.06	61,430.45
COMMUNITY DEVELOPMENT	335,366	17,400.01	142,575.80	42.5%	192,790.20	148,270.72
STREET DEPARTMENT	360,137	19,635.63	205,687.73	57.1%	154,449.27	400,461.71
PARKS DEPARTMENT	327,008	22,091.21	153,159.15	46.8%	173,848.85	151,003.07
NATURE SANCTUARY	28,300	1,682.93	12,537.87	44.3%	15,762.13	6,830.54
INFORMATION TECHNOLOGY	46,900	1,948.00	26,384.92	56.3%	20,515.08	17,564.48
CHANNEL 2 & WEBSITE	17,600	850.00	7,233.20	15.4%	10,366.80	8,480.00
TRANSFERS OUT TO OTHER FUNDS	538,000	44833.32	313,833.32	0.0%	0.00	157,499.93
TOTAL EXPENDITURES	<u>4,220,510</u>	<u>251,095.32</u>	<u>2,241,835.78</u>	<u>53.1%</u>	<u>1,978,674.22</u>	<u>2,147,148.71</u>
EXCESS REV OVER / (UNDER) EXPENDITURES	<u>(331,710)</u>	<u>58,662.26</u>	<u>653,516.24</u>			<u>712,048.01</u>
PRIOR YEAR FUND BALANCES ALLOCATED FOR 2014 GENERAL FUND USE	0	0.00	0.00			
EXCESS OF FUNDS AVAILABLE OVER / (UNDER) EXPENDITURES	<u>(331,710)</u>	<u>58,662.26</u>	<u>653,516.24</u>			

General Fund (10)

Last Updated 08/10/14

	2011 Actual	2012 Actual	2013 Budget	2013 Unaudited	2014 Budget	2014 YTD	2014 Projected	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
<i>Beginning Fund Balance</i>	282,255	\$ 320,089	\$ -	\$ 374,112	\$ 751,955	\$ 724,595	\$ 724,595	\$ 511,334	\$ 314,112	\$ 195,607	\$ 122,197	\$ 76,363
Revenues												
Taxes	1,917,875	1,913,138	1,940,800	1,969,147	1,977,700	1,641,372	1,995,011	2,030,144	2,065,910	2,102,319	2,139,385	2,177,119
Licenses	32,703	44,846	39,900	39,907	40,900	33,741	41,000	41,309	41,722	42,139	42,561	42,986
Permits	107,361	171,051	123,300	210,574	201,000	192,275	235,900	205,500	209,172	212,917	216,738	220,635
Franchise Fees	835,899	832,470	817,000	863,120	837,000	538,068	858,600	881,682	905,410	929,803	954,879	980,659
Other Revenue	10,305	20,411	22,700	28,280	28,200	18,627	28,864	28,874	28,884	28,894	28,905	28,915
Court Revenue	196,603	325,275	295,600	257,910	290,000	135,494	221,600	223,816	226,054	228,315	230,598	232,904
Interest Income	27,926	26,155	26,500	18,153	22,000	3,927	6,600	6,732	6,867	6,867	6,867	6,867
Miscellaneous Revenue	77,537	123,562	25,420	31,584	24,000	20,802	24,000	24,400	24,808	25,224	25,649	26,082
Grant Revenue	41,974	225,511	3,000	4,594	13,000	-	-	6,000	6,000	6,000	6,000	6,000
Adjustments to Receivables	114,531											
Transfers	584,000	651,000	1,010,000	1,034,701	455,000	312,348	584,676	346,500	351,698	364,568	406,136	417,728
Total - General Fund Revenues:	3,946,714	4,333,419	4,304,220	4,457,971	3,888,800	2,896,652	3,996,251	3,794,957	3,866,524	3,947,047	4,057,717	4,139,894
Total Sources	4,228,969	4,653,509	4,304,220	4,832,082	4,640,755	3,621,247	4,720,846	4,306,291	4,180,636	4,142,653	4,179,914	4,216,257
Expenditures												
Administration	1,014,724	1,275,198	874,894	793,861	909,886	562,745	911,886	932,884	956,655	981,230	1,006,640	1,032,918
Police	1,016,325	1,036,993	1,172,161	1,092,556	1,268,586	660,941	1,255,586	1,245,204	1,278,559	1,312,935	1,348,367	1,384,892
Municipal Court	140,468	138,839	144,621	136,154	147,314	83,376	147,314	150,671	154,121	157,665	161,307	165,049
Public Works	152,923	99,926	100,253	103,248	241,414	70,041	241,414	149,843	153,365	156,981	160,695	164,509
Community Development	265,555	262,111	286,347	258,123	335,367	142,451	335,367	322,420	272,420	272,420	272,420	272,420
Street Department	669,589	600,367	644,712	670,021	360,137	205,659	360,137	366,968	377,107	387,566	398,355	409,487
Parks Department	223,396	250,508	250,983	251,372	327,008	152,058	327,008	309,271	316,755	324,465	332,411	340,600
Nature Sanctuary	23,747	17,258	26,295	19,352	28,300	12,538	28,300	28,659	29,023	29,391	29,765	30,144
Information Technology	-	-	26,500	45,884	46,900	25,734	46,900	17,815	18,033	18,254	18,478	18,705
Public Information	43,074	30,638	34,950	16,915	17,600	7,233	17,600	47,443	47,993	48,550	49,114	49,685
Transfers	359,079	567,558	720,000	720,000	538,000	313,833	538,000	221,000	221,000	221,000	221,000	221,000
Discretionary Spending								200,000	160,000	110,000	105,000	100,000
Total - General Fund Expenditures:	\$ 3,908,880	\$ 4,279,396	\$ 4,281,716	\$ 4,107,487	\$ 4,220,512	\$ 2,236,609	\$ 4,209,512	\$ 3,992,179	\$ 3,985,030	\$ 4,020,456	\$ 4,103,551	\$ 4,189,410
Estimated Ending Balance (deficit):	\$ 320,089	\$ 374,112	\$ 22,504	\$ 724,595	\$ 420,243	\$ 1,384,638	\$ 511,334	\$ 314,112	\$ 195,607	\$ 122,197	\$ 76,363	\$ 26,847

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

10 -General Fund
FINANCIAL SUMMARY

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAXES	1,067,700	2,512.06	1,064,464.21	99.70	3,235.79	1,057,833.83
LICENSES	40,900	1,192.50	33,741.00	82.50	7,159.00	20,918.00
PERMITS	201,000	29,024.79	192,274.59	95.66	8,725.41	114,251.37
FRANCHISE FEES	837,000	110,556.53	538,067.61	64.29	298,932.39	494,709.24
SALES TAXES	910,000	102,330.98	576,907.58	63.40	333,092.42	516,876.68
OTHER REVENUE	28,200	1,972.50	18,626.50	66.05	9,573.50	18,145.00
COURT REVENUE	290,000	23,208.40	135,493.90	46.72	154,506.10	144,891.94
INTEREST INCOME	22,000	545.12	3,927.13	17.85	18,072.87	16,033.75
MISCELLANEOUS REVENUE	37,000	498.04	19,501.61	52.71	17,498.39	52,820.29
TRANSFERS IN	455,000	37,916.66	312,347.89	68.65	142,652.11	422,916.62
TOTAL REVENUES	3,888,800	309,757.58	2,895,352.02	74.45	993,447.98	2,859,196.72
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATION	909,886	48,010.39	562,745.36	61.85	347,140.64	633,588.54
POLICE	1,268,586	73,828.22	660,940.88	52.10	607,645.12	636,310.54
MUNICIPAL COURT	147,313	8,788.82	83,375.91	56.60	63,937.09	83,208.66
PUBLIC WORKS	241,414	10,706.89	70,040.94	29.01	171,373.06	61,430.45
COMMUNITY DEVELOPMENT	335,366	17,274.99	142,450.78	42.48	192,915.22	148,270.72
STREET DEPARTMENT	360,137	19,607.05	205,659.15	57.11	154,477.85	400,461.71
PARKS DEPARTMENT	327,008	20,989.74	152,057.68	46.50	174,950.32	151,003.07
NATURE SANCTUARY	28,300	1,682.93	12,537.87	44.30	15,762.13	6,830.54
CHANNEL 2 & WEBSITE	17,600	850.00	7,233.20	41.10	10,366.80	8,480.00
TRANSFERS OUT	538,000	44,833.32	313,833.32	58.33	224,166.68	0.00
IT	46,900	1,297.00	25,733.92	54.87	21,166.08	17,564.48
TOTAL EXPENDITURES	4,220,510	247,869.35	2,236,609.01	52.99	1,983,900.99	2,147,148.71
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(331,710)	61,888.23	658,743.01	(990,453.01)	712,048.01

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

10 -General Fund
FINANCIAL SUMMARY
REVENUES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
TAXES						
10-41001-00 Real & Personal Property Tax	895,600	1,681.06	898,977.11	100.38 (3,377.11)	889,077.38
10-41002-00 Penalties	6,000	352.07	3,094.66	51.58	2,905.34	3,241.83
10-41003-00 Corp Merchants & Manufacturi	142,000	0.00	137,763.42	97.02	4,236.58	141,598.96
10-41004-00 Financial Institution Tax	600	0.00	1,260.58	210.10 (660.58)	1,223.99
10-41005-00 Vehicle Tax	23,500	478.93	23,368.44	99.44	131.56	22,691.67
TOTAL TAXES	1,067,700	2,512.06	1,064,464.21	99.70	3,235.79	1,057,833.83
LICENSES						
10-41101-00 Dog License (Tags)	900	77.50	882.50	98.06	17.50	515.00
10-41102-00 Occupational License	40,000	1,070.00	20,821.00	52.05	19,179.00	9,128.00
10-41102-02 Late Fees on Bus Licenses	0	0.00	50.00	0.00 (50.00)	0.00
10-41103-00 Peddler's Licenses	0	0.00	0.00	0.00	0.00	40.00
10-41104-00 Liquor Licenses	0	0.00	11,942.50	0.00 (11,942.50)	11,235.00
10-41111-00 Convenience Fees Under \$200	0	25.00	25.00	0.00 (25.00)	0.00
10-41112-00 Convenience Fees Over \$200	0	20.00	20.00	0.00 (20.00)	0.00
TOTAL LICENSES	40,900	1,192.50	33,741.00	82.50	7,159.00	20,918.00
PERMITS						
10-41201-00 Building Permits	180,000	23,561.21	148,757.47	82.64	31,242.53	70,831.10
10-41201-01 Occupancy Permit	0	100.00	500.00	0.00 (500.00)	300.00
10-41202-00 Sign Permits	0	10.00	270.00	0.00 (270.00)	410.00
10-41203-00 Electrical Permits	0	170.00	170.00	0.00 (170.00)	397.35
10-41203-01 Alarm Permit	0	61.58	112.96	0.00 (112.96)	0.00
10-41204-00 Plumbing Permits	0	37.68	57.12	0.00 (57.12)	0.00
10-41205-00 Development Permits	1,000	600.00	1,882.89	188.29 (882.89)	0.00
10-41205-01 Public Improvement Fees	20,000	2,294.32	33,533.65	167.67 (13,533.65)	40,721.47
10-41206-00 Rezoning Permits	0	0.00	1,200.21	0.00 (1,200.21)	781.45
10-41207-00 Subdivision Permit Fees	0	335.00	650.00	0.00 (650.00)	0.00
10-41208-00 BZA-Variance, Exceptio, Appe	0	0.00	0.00	0.00	0.00	300.00
10-41209-00 Conditional Use Permits	0	300.00	1,340.09	0.00 (1,340.09)	300.00
10-41209-01 Special Event Permit	0	1,480.00	3,675.00	0.00 (3,675.00)	0.00
10-41210-00 Grading/PW Use Permits	0	75.00	115.00	0.00 (115.00)	210.00
10-41211-00 Engineering Reviews	0	0.00	10.20	0.00 (10.20)	0.00
TOTAL PERMITS	201,000	29,024.79	192,274.59	95.66	8,725.41	114,251.37
FRANCHISE FEES						
10-41301-00 Telecom Franchise	235,000	15,387.60	127,032.79	54.06	107,967.21	138,637.45
10-41302-00 Missouri Gas Energy	120,000	76,847.11	121,539.37	101.28 (1,539.37)	111,470.06
10-41303-00 Missouri American Water	115,000	0.00	49,817.16	43.32	65,182.84	53,949.03
10-41304-00 KC Power & Light	280,000	0.00	124,707.51	44.54	155,292.49	111,072.96
10-41305-00 Martin Marietta Stone Royalt	12,000	1,714.44	8,982.80	74.86	3,017.20	5,600.33
10-41306-00 Cable/Video Service Franchis	75,000	16,607.38	105,987.98	141.32 (30,987.98)	73,979.41
TOTAL FRANCHISE FEES	837,000	110,556.53	538,067.61	64.29	298,932.39	494,709.24

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

0 -General Fund
FINANCIAL SUMMARY
REVENUES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
SALES TAXES						
10-41401-00 Sales Tax-General Revenue	850,000	96,525.95	538,516.34	63.35	311,483.66	482,887.12
10-41402-00 Motor Vehicle Sales Tax	35,000	3,917.69	24,295.82	69.42	10,704.18	19,973.93
10-41403-00 Motor Vehicle Fee	25,000	1,887.34	14,095.42	56.38	10,904.58	14,015.63
TOTAL SALES TAXES	910,000	102,330.98	576,907.58	63.40	333,092.42	516,876.68
OTHER REVENUE						
10-41501-00 Farmers Market	1,000	0.00	250.00	25.00	750.00	1,630.00
10-41504-00 Park Shelter Reservations	10,500	782.50	9,497.50	90.45	1,002.50	9,265.00
10-41504-01 Sports Fields Reservations	3,000	240.00	3,944.00	131.47	944.00	2,600.00
10-41504-02 Park Events Reservations	10,000	950.00	4,935.00	49.35	5,065.00	4,650.00
10-41504-03 PLP Park Events Reservations	1,000	0.00	0.00	0.00	1,000.00	0.00
10-41505-01 Nature Sanctuary Programs	2,700	0.00	0.00	0.00	2,700.00	0.00
TOTAL OTHER REVENUE	28,200	1,972.50	18,626.50	66.05	9,573.50	18,145.00
COURT REVENUE						
10-41601-00 Fines	290,000	22,618.50	129,816.50	44.76	160,183.50	140,950.00
10-41602-00 CVC Reports	0	62.90	306.40	0.00	306.40	356.44
10-41602-01 Appointed Attorney Reimburse	0	170.00	1,990.00	0.00	1,990.00	1,130.00
10-41602-02 Boarding of Prisoners Reimbu	0	140.00	1,755.00	0.00	1,755.00	1,045.50
10-41603-00 Police Reports	0	217.00	1,626.00	0.00	1,626.00	1,410.00
TOTAL COURT REVENUE	290,000	23,208.40	135,493.90	46.72	154,506.10	144,891.94
INTEREST INCOME						
10-41701-00 Interest Income	22,000	545.12	3,927.13	17.85	18,072.87	16,033.75
TOTAL INTEREST INCOME	22,000	545.12	3,927.13	17.85	18,072.87	16,033.75
MISCELLANEOUS REVENUE						
10-41801-00 Miscellaneous	10,000	498.04	13,838.80	138.39	3,838.80	41,711.25
10-41801-02 Meeting Videos	0	0.00	0.00	0.00	0.00	10.00
10-41801-03 Rebates	0	0.00	777.81	0.00	777.81	877.96
10-41801-05 Newsletter Advertising	4,000	0.00	2,450.00	61.25	1,550.00	0.00
10-41802-00 Leased Properties	10,000	1,300.00	3,735.00	37.35	6,265.00	3,120.00
10-41804-01 Police Overtime Grant	7,000	0.00	0.00	0.00	7,000.00	0.00
10-41804-06 Safe Routes to School Grant	6,000	0.00	0.00	0.00	6,000.00	4,594.08
10-41805-00 Sale of Vehicles/Equipment	0	0.00	0.00	0.00	0.00	2,307.00
TOTAL MISCELLANEOUS REVENUE	37,000	1,798.04	20,801.61	56.22	16,198.39	52,620.29
TRANSFERS IN						
10-41901-00 Transfer f Transportation Fu	355,000	29,583.33	207,083.33	58.33	147,916.67	364,583.31
10-41903-00 Administration Fee	100,000	8,333.33	58,333.33	58.33	41,666.67	58,333.31
10-41908-00 Transfer from Health Insuran	0	0.00	46,870.04	0.00	46,870.04	0.00
10-41909-00 Transfer from Sewer Special	0	0.00	61.19	0.00	61.19	0.00
TOTAL TRANSFERS IN	455,000	37,916.66	312,347.89	68.65	142,652.11	422,916.62
TOTAL REVENUE	3,888,800	311,057.58	2,896,652.02	74.49	992,147.98	2,859,196.72

C I T Y O F P A R K V I L L E
REVENUE AND EXPENSE REPORT
AS OF: JULY 31ST, 2014

10 -General Fund
ADMINISTRATION
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-501.01-01-00 Salaries	297,300	23,394.74	167,231.09	56.25	130,068.91	109,578.66
10-501.01-03-00 Overtime	500	0.00	0.00	0.00	500.00	200.93
10-501.01-05-00 Miscellaneous Obligation	0	0.00	0.00	0.00	0.00	30,000.23
10-501.01-11-00 Mayor and Aldermen	57,600	4,430.90	33,024.05	57.33	24,575.95	33,231.75
10-501.01-21-00 FICA & Medicare	27,188	2,000.26	14,572.70	53.60	12,615.30	12,700.41
10-501.01-22-00 Retirement	18,370	975.52	9,187.95	50.02	9,182.05	3,220.45
10-501.01-32-00 Exp Allowance-Bd of Alde	4,860	405.00	3,195.00	65.74	1,665.00	2,835.00
10-501.01-33-00 Auto Allow-City Administ	1,200	100.00	800.00	66.67	400.00	2,021.40
10-501.01-40-00 Membership Fees & Dues -	1,200	0.00	411.00	34.25	789.00	713.00
10-501.01-41-00 Membership Fees & Dues -	3,500	0.00	1,401.60	40.05	2,098.40	5,438.23
10-501.01-41-02 Professional Dev - Staff	12,400	257.50	5,209.59	42.01	7,190.41	2,419.58
10-501.01-41-03 Professional Dev - Board	4,600	0.00	536.00	11.65	4,064.00	996.68
TOTAL PERSONNEL	428,718	31,563.92	235,568.98	54.95	193,149.02	203,356.32
INSURANCE						
10-501.02-01-00 Liability Insurance	88,383	0.00	88,263.60	99.86	119.40	84,172.80
10-501.02-01-01 Insurance Deductible	20,000	0.00	2,168.48	10.84	17,831.52	0.00
10-501.02-02-00 Health, Life & Dental	25,900	314.75	14,283.87	55.15	11,616.13	14,677.49
10-501.02-03-00 Workers Compensation	1,100	0.00	1,176.09	106.92	(76.09)	951.02
10-501.02-04-00 Unemployment	2,500	0.00	0.00	0.00	2,500.00	3,840.00
10-501.02-05-00 Property Insurance	18,500	0.00	18,532.70	100.18	(32.70)	17,673.76
TOTAL INSURANCE	156,383	314.75	124,424.74	79.56	31,958.26	121,315.07
UTILITIES						
10-501.03-01-00 Telephone & Voicemail	5,400	493.07	2,934.30	54.34	2,465.70	3,412.87
10-501.03-02-00 Electricity	42,000	8,478.58	36,520.65	86.95	5,479.35	28,575.53
10-501.03-04-00 Water	4,000	554.79	2,719.28	67.98	1,280.72	2,316.14
10-501.03-07-00 Train Depot Utilities	8,500	608.18	5,668.17	66.68	2,831.83	5,516.60
10-501.03-08-00 Cable	2,100	175.00	1,050.00	50.00	1,050.00	1,225.00
10-501.03-09-00 Trash Hauling	300	0.00	225.00	75.00	75.00	150.00
TOTAL UTILITIES	62,300	10,309.62	49,117.40	78.84	13,182.60	41,196.14
CAPITAL EXPENDITURES						
10-501.04-21-00 Office Equipment	0	0.00	70.04	0.00	(70.04)	0.00
10-501.04-22-00 Lease Purchase-Office Eq	1,000	256.00	768.00	76.80	232.00	711.00
TOTAL CAPITAL EXPENDITURES	1,000	256.00	838.04	83.80	161.96	711.00
OTHER PURCHASES						
10-501.05-01-00 Office Supplies & Consum	6,000	144.38	2,743.32	45.72	3,256.68	3,628.87
10-501.05-02-00 Postage	1,500	128.44	820.30	54.69	679.70	581.83
10-501.05-04-00 Printing	600	35.00	768.54	128.09	(168.54)	582.68
10-501.05-05-00 Publications	200	0.00	576.00	288.00	(376.00)	174.00
TOTAL OTHER PURCHASES	8,300	307.82	4,908.16	59.13	3,391.84	4,967.38
MAINTENANCE						
10-501.06-01-00 Building Maint & Repair	9,000	1,346.58	3,719.69	41.33	5,280.31	2,555.77
10-501.06-01-01 HVAC Maintenance & Repai	2,500	0.00	50.89	2.04	2,449.11	4,610.60

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

10 -General Fund
ADMINISTRATION
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-501.06-02-00 Janitorial Services/Supp	9,500	372.07	3,562.16	37.50	5,937.84	4,295.72
10-501.06-11-00 Train Depot Maint	2,000	675.00	762.59	38.13	1,237.41	73.55
10-501.06-33-00 Software Support Agreeme	0	0.00	0.00	0.00	0.00	9,240.16
10-501.06-34-00 Office Equipment Mainten	2,500	178.18	1,421.39	56.86	1,078.61	1,101.11
TOTAL MAINTENANCE	25,500	2,571.83	9,516.72	37.32	15,983.28	21,876.91
CITY SERVICES						
10-501.07-01-00 Elections	1,800	0.00	1,766.52	98.14	33.48	1,319.39
10-501.07-02-00 Advertising/Public Notic	5,000	0.00	2,966.60	59.33	2,033.40	1,701.75
10-501.07-03-00 Farmers Market	0	0.00	0.00	0.00	0.00	776.57
10-501.07-47-00 MARC HHW Program	5,800	0.00	5,776.16	99.59	23.84	5,776.16
10-501.07-99-00 FOPAS - Animal Control	6,000	500.00	3,500.00	58.33	2,500.00	6,000.00
TOTAL CITY SERVICES	18,600	500.00	14,009.28	75.32	4,590.72	15,573.87
PROFESSIONAL FEES						
10-501.08-01-00 Attorney/Legal Fees	90,000	0.00	48,355.28	53.73	41,644.72	50,253.48
10-501.08-01-01 Litigation (New)	60,000	0.00	44,620.78	74.37	15,379.22	0.00
10-501.08-02-00 Auditor Fees	11,000	0.00	0.00	0.00	11,000.00	0.00
10-501.08-02-02 Professional Services	38,635	1,500.00	27,131.40	70.22	11,503.60	11,123.85
TOTAL PROFESSIONAL FEES	199,635	1,500.00	120,107.46	60.16	79,527.54	61,377.33
OTHER EXPENDITURES						
10-501.09-04-00 Holiday Decorations	500	0.00	505.70	101.14	(5.70)	350.00
10-501.09-05-00 Newsletter	0	0.00	0.00	0.00	0.00	1,845.46
10-501.09-05-01 Website Maintenance	0	0.00	0.00	0.00	0.00	342.99
10-501.09-11-00 Cemetery Maintenance	3,500	460.00	1,695.00	48.43	1,805.00	0.00
10-501.09-20-02 Exec Session Meeting Sup	1,200	(20.79)	183.92	15.33	1,016.08	840.67
10-501.09-20-03 Finance Committee Mtg Su	1,750	24.39	408.86	23.36	1,341.14	1,252.46
10-501.09-20-07 Meeting Supplies	500	0.00	39.99	8.00	460.01	168.49
10-501.09-21-00 Misc-Other	2,000	222.85	1,421.11	71.06	578.89	914.52
TOTAL OTHER EXPENDITURES	9,450	686.45	4,254.58	45.02	5,195.42	5,714.59
TRANSFERS-OTHER SOURCES						
10-501.20-21-00 Transfer to Debt Service	0	0.00	0.00	0.00	0.00	124,833.31
10-501.20-23-00 Transfer to Equipment Fu	0	0.00	0.00	0.00	0.00	21,000.00
10-501.20-24-00 Transfer to Economic Dev	0	0.00	0.00	0.00	0.00	11,666.62
TOTAL TRANSFERS-OTHER SOURCES	0	0.00	0.00	0.00	0.00	157,499.93
TOTAL ADMINISTRATION	909,886	48,010.39	562,745.36	61.85	347,140.64	633,588.54

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

10 -General Fund

POLICE

58.33% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-505.01-01-00 Salaries	818,650	56,827.08	460,259.19	56.22	358,390.81	427,971.35
10-505.01-03-00 Overtime	26,000	2,387.63	7,024.20	27.02	18,975.80	10,861.29
10-505.01-21-00 FICA & Medicare	64,616	4,286.98	33,912.00	52.48	30,704.00	32,057.33
10-505.01-22-00 Retirement	36,320	2,439.35	18,651.27	51.35	17,668.73	17,994.06
10-505.01-41-00 Membership Fees & Dues	950	0.00	370.00	38.95	580.00	550.00
10-505.01-41-02 Professional Development	6,100	16.00	230.50	3.78	5,869.50	1,053.89
10-505.01-43-00 Tuition Reimbursement	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL PERSONNEL	954,636	65,957.04	520,447.16	54.52	434,188.84	490,487.92
<u>INSURANCE</u>						
10-505.02-02-00 Health, Life & Dental	127,900	1,160.95	62,670.36	49.00	65,229.64	66,267.10
10-505.02-03-00 Workers Compensation	21,000	0.00	31,915.96	151.98	10,915.96	30,121.16
10-505.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	81.20
TOTAL INSURANCE	149,900	1,160.95	94,586.32	63.10	55,313.68	96,469.46
<u>UTILITIES</u>						
10-505.03-01-00 Telephone & Voicemail	1,500	112.18	544.48	36.30	955.52	656.15
10-505.03-05-00 Mobile Phone & Pagers	4,500	358.09	2,129.47	47.32	2,370.53	2,399.04
TOTAL UTILITIES	6,000	470.27	2,673.95	44.57	3,326.05	3,055.19
<u>CAPITAL EXPENDITURES</u>						
10-505.04-01-00 Vehicle	55,750	0.00	0.00	0.00	55,750.00	0.00
10-505.04-21-00 Office Equipment	0	0.00	112.09	0.00	112.09	0.00
TOTAL CAPITAL EXPENDITURES	55,750	0.00	112.09	0.20	55,637.91	0.00
<u>OTHER PURCHASES</u>						
10-505.05-01-00 Office Supplies & Consum	2,800	208.54	818.79	29.24	1,981.21	1,039.40
10-505.05-02-00 Postage	250	27.92	116.71	46.68	133.29	71.71
10-505.05-04-00 Printing	500	0.00	76.05	15.21	423.95	0.00
10-505.05-20-00 Small Office Equipment	1,000	0.00	0.00	0.00	1,000.00	49.98
10-505.05-21-00 Equipment and Handtools	9,000	0.00	237.07	2.63	8,762.93	1,040.53
10-505.05-22-01 Terminal - Rejis	1,650	62.56	1,185.92	71.87	464.08	437.92
10-505.05-22-02 Terminal - Platte Co	2,500	0.00	1,510.74	60.43	989.26	2,007.50
10-505.05-31-00 Uniforms	10,000	0.00	1,492.77	14.93	8,507.23	1,237.17
10-505.05-99-00 Other Purchases	500	4.00	28.00	5.60	472.00	8.00
TOTAL OTHER PURCHASES	28,200	303.02	5,466.05	19.38	22,733.95	5,892.21
<u>MAINTENANCE</u>						
10-505.06-21-00 Vehicle Repair & Mainten	15,000	857.55	6,494.64	43.30	8,505.36	7,479.77
10-505.06-21-01 Equipment Repair & Maint	1,000	0.00	0.00	0.00	1,000.00	50.00
10-505.06-22-00 Vehicle Gas & Oil	45,000	4,418.34	28,834.06	64.08	16,165.94	27,147.58
10-505.06-32-02 Crimestar Maintenance	1,500	0.00	0.00	0.00	1,500.00	0.00
10-505.06-34-00 Office Equipment/Mainten	850	76.05	471.93	55.52	378.07	462.91
TOTAL MAINTENANCE	63,350	5,351.94	35,800.63	56.51	27,549.37	35,140.26

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

10 -General Fund

POLICE

58.33% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
CITY SERVICES						
10-505.07-56-00 Hiring/Substance Screeni	4,000	585.00	585.00	14.63	3,415.00	2,738.50
10-505.07-57-00 Crime Commission	500	0.00	500.00	100.00	0.00	500.00
10-505.07-81-00 Lab Work	2,000	0.00	0.00	0.00	2,000.00	0.00
10-505.07-90-00 Contractual Service Agree	2,000	0.00	360.00	18.00	1,640.00	360.00
10-505.07-99-00 Other City Services	400	0.00	59.68	14.92	340.32	132.00
TOTAL CITY SERVICES	8,900	585.00	1,504.68	16.91	7,395.32	3,730.50
OTHER EXPENDITURES						
10-505.09-21-00 Miscellaneous	350	0.00	100.00	28.57	250.00	35.00
10-505.09-21-04 Harvester Deer Donation	1,500	0.00	250.00	16.67	1,250.00	1,500.00
TOTAL OTHER EXPENDITURES	1,850	0.00	350.00	18.92	1,500.00	1,535.00
TOTAL POLICE	1,268,586	73,828.22	660,940.88	52.10	607,645.12	636,310.54

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

10 -General Fund
MUNICIPAL COURT
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-510.01-01-00 Salaries	46,457	3,626.36	28,159.61	60.61	18,297.39	27,970.16
10-510.01-03-00 Overtime	500	0.00	0.00	0.00	500.00	72.67
10-510.01-11-00 Judge	18,000	1,384.62	10,384.65	57.69	7,615.35	10,384.65
10-510.01-21-00 FICA & Medicare	4,969	382.05	2,942.48	59.22	2,026.52	2,914.40
10-510.01-22-00 Retirement	1,737	113.11	829.78	47.77	907.22	829.61
10-510.01-32-00 Expense Allow - Judge	650	45.00	360.00	55.38	290.00	315.00
10-510.01-41-00 Memberships, Fees & Dues	500	0.00	100.00	20.00	400.00	250.00
10-510.01-41-02 Professional Development	3,500	0.00	3,768.20	107.66	(268.20)	3,361.54
10-510.01-51-00 Prosecutor/Assistant	22,000	1,850.00	12,950.00	58.86	9,050.00	12,950.00
10-510.01-51-02 Public Defender	6,500	541.67	3,791.69	58.33	2,708.31	3,791.69
TOTAL PERSONNEL	104,813	7,942.81	63,286.41	60.38	41,526.59	62,839.72
INSURANCE						
10-510.02-02-00 Health, Life & Dental	6,550	78.10	4,136.98	63.16	2,413.02	4,245.97
10-510.02-03-00 Workers Compensation	2,200	0.00	2,841.34	129.15	(641.34)	2,651.90
10-510.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	9,750	78.10	6,978.32	71.57	2,771.68	6,897.87
UTILITIES						
10-510.03-05-00 Mobile Phone & Pagers	120	10.00	80.00	66.67	40.00	70.00
TOTAL UTILITIES	120	10.00	80.00	66.67	40.00	70.00
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-510.05-01-00 Office Supplies & Consum	1,800	0.00	27.69	1.54	1,772.31	1,135.58
10-510.05-02-00 Postage	500	61.78	235.89	47.18	264.11	181.62
10-510.05-04-00 Printing	4,000	0.00	2,112.59	52.81	1,887.41	1,920.81
10-510.05-05-00 Publications	350	0.00	0.00	0.00	350.00	222.50
10-510.05-06-00 Processing Fees	1,500	0.00	0.00	0.00	1,500.00	710.05
10-510.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	0.00
TOTAL OTHER PURCHASES	8,250	61.78	2,376.17	28.80	5,873.83	4,170.56
MAINTENANCE						
10-510.06-32-00 REJIS System	400	0.00	0.00	0.00	400.00	237.36
10-510.06-33-00 Software Support Agreeme	2,200	0.00	2,169.39	98.61	30.61	2,066.09
10-510.06-34-00 Office Equipment Mainten	480	29.74	356.06	74.18	123.94	137.52
TOTAL MAINTENANCE	3,080	29.74	2,525.45	82.00	554.55	2,440.97
CITY SERVICES						
10-510.07-80-00 Boarding of Prisoners	14,000	0.00	2,990.45	21.36	11,009.55	2,625.00
10-510.07-82-00 Bailiff	6,000	579.47	4,075.33	67.92	1,924.67	3,318.26
10-510.07-82-01 Translator	800	0.00	961.86	120.23	(161.86)	350.00
TOTAL CITY SERVICES	20,800	579.47	8,027.64	38.59	12,772.36	6,293.26

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

10 -General Fund
 MUNICIPAL COURT
 EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER EXPENDITURES</u>						
10-510.09-21-00 Miscellaneous	500	86.92	101.92	20.38	398.08	496.28
TOTAL OTHER EXPENDITURES	500	86.92	101.92	20.38	398.08	496.28
TOTAL MUNICIPAL COURT	147,313	8,788.82	83,375.91	56.60	63,937.09	83,208.66

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

10 -General Fund
PUBLIC WORKS
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-515.01-01-00 Salaries	98,000	8,798.04	54,502.77	55.62	43,497.23	42,963.39
10-515.01-21-00 FICA & Medicare	7,497	658.91	4,084.23	54.48	3,412.77	3,219.75
10-515.01-22-00 Retirement	2,812	215.82	1,616.81	57.50	1,195.19	1,669.85
10-515.01-33-00 Auto Allow-Public Wks Di	3,000	250.00	2,000.00	66.67	1,000.00	1,750.00
10-515.01-41-00 Membership Fees & Dues	500	0.00	634.00	126.80	134.00	229.00
10-515.01-41-02 Professional Development	2,600	0.00	1,334.90	51.34	1,265.10	1,458.97
TOTAL PERSONNEL	114,409	9,922.77	64,172.71	56.09	50,236.29	51,290.96
<u>INSURANCE</u>						
10-515.02-02-00 Health, Life & Dental	6,675	90.45	2,884.32	43.21	3,790.68	3,220.76
10-515.02-03-00 Workers Compensation	200	0.00	402.43	201.22	202.43	201.83
10-515.02-04-00 Unemployment	500	0.00	0.00	0.00	500.00	0.00
TOTAL INSURANCE	7,375	90.45	3,286.75	44.57	4,088.25	3,422.59
<u>UTILITIES</u>						
10-515.03-05-00 Mobile Phones & Pagers	480	40.00	320.00	66.67	160.00	280.00
TOTAL UTILITIES	480	40.00	320.00	66.67	160.00	280.00
<u>CAPITAL EXPENDITURES</u>						
10-515.04-21-00 Office Equipment	0	0.00	0.00	0.00	0.00	10.68
10-515.04-90-00 Stormwater Projects	95,000	0.00	0.00	0.00	95,000.00	0.00
TOTAL CAPITAL EXPENDITURES	95,000	0.00	0.00	0.00	95,000.00	10.68
<u>OTHER PURCHASES</u>						
10-515.05-01-00 Office Supplies & Consum	850	0.00	34.26	4.03	815.74	65.37
10-515.05-02-00 Postage	150	10.17	16.60	11.07	133.40	11.46
10-515.05-04-00 Printing	0	0.00	26.00	0.00	26.00	0.00
10-515.05-20-00 Small Office Equipment	100	0.00	4.29	4.29	95.71	0.00
10-515.05-31-00 Uniforms	100	0.00	0.00	0.00	100.00	0.00
10-515.05-32-00 Other Purchases	100	37.50	37.50	37.50	62.50	63.92
TOTAL OTHER PURCHASES	1,300	47.67	118.65	9.13	1,181.35	140.75
<u>MAINTENANCE</u>						
10-515.06-36-00 Tornado Siren	2,450	606.00	1,818.00	74.20	632.00	1,818.00
TOTAL MAINTENANCE	2,450	606.00	1,818.00	74.20	632.00	1,818.00
<u>PROFESSIONAL FEES</u>						
10-515.08-01-01 Construction Observation	0	0.00	0.00	0.00	0.00	1,521.50
10-515.08-03-00 Engineer & Planning Fees	20,000	0.00	252.83	1.26	19,747.17	2,820.00
TOTAL PROFESSIONAL FEES	20,000	0.00	252.83	1.26	19,747.17	4,341.50
<u>OTHER EXPENDITURES</u>						
10-515.09-21-00 Miscellaneous	400	0.00	72.00	18.00	328.00	125.97
TOTAL OTHER EXPENDITURES	400	0.00	72.00	18.00	328.00	125.97
TOTAL PUBLIC WORKS	241,414	10,706.89	70,040.94	29.01	171,373.06	61,430.45

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

10 -General Fund
COMMUNITY DEVELOPMENT
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-518.01-01-00 Salaries	195,300	14,167.14	108,119.16	55.36	87,180.84	114,015.53
10-518.01-03-00 Overtime	0	0.00	0.00	0.00	0.00	57.06
10-518.01-21-00 FICA & Medicare	14,940	1,006.45	7,646.71	51.18	7,293.29	8,086.55
10-518.01-22-00 Retirement	7,226	505.68	3,825.28	52.94	3,400.72	4,294.27
10-518.01-31-00 Auto Allowance - Other	2,400	200.00	1,600.00	66.67	800.00	1,400.00
10-518.01-41-00 Membership Fees & Dues	1,675	0.00	947.42	56.56	727.58	245.00
10-518.01-41-02 Professional Development	6,400	0.00	2,410.10	37.66	3,989.90	45.00
TOTAL PERSONNEL	227,941	15,879.27	124,548.67	54.64	103,392.33	128,143.41
INSURANCE						
10-518.02-02-00 Health, Life & Dental	21,925	245.75	12,725.03	58.04	9,199.97	14,671.71
10-518.02-03-00 Workers Compensation	1,200	0.00	631.41	52.62	568.59	674.56
10-518.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	24,125	245.75	13,356.44	55.36	10,768.56	15,346.27
UTILITIES						
10-518.03-05-00 Mobile Phones & Pagers	1,500	169.81	793.60	52.91	706.40	727.52
TOTAL UTILITIES	1,500	169.81	793.60	52.91	706.40	727.52
CAPITAL EXPENDITURES						
10-518.04-23-00 Planning Studies	35,000	0.00	0.00	0.00	35,000.00	0.00
10-518.04-41-00 Development	35,000	0.00	0.00	0.00	35,000.00	0.00
TOTAL CAPITAL EXPENDITURES	70,000	0.00	0.00	0.00	70,000.00	0.00
OTHER PURCHASES						
10-518.05-01-00 Office Supplies & Consum	600	0.00	612.81	102.14	(12.81)	42.18
10-518.05-02-00 Postage	500	75.65	489.86	97.97	10.14	288.39
10-518.05-04-00 Printing	500	4.00	65.00	13.00	435.00	224.30
10-518.05-05-00 Publications	0	0.00	0.00	0.00	0.00	772.35
10-518.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	0.00
10-518.05-21-00 Equipment & Handtools	300	0.00	0.00	0.00	300.00	19.98
10-518.05-31-00 Uniforms	400	0.00	0.00	0.00	400.00	0.00
TOTAL OTHER PURCHASES	2,400	79.65	1,167.67	48.65	1,232.33	1,347.20
MAINTENANCE						
10-518.06-21-00 Vehicle Repair & Mainten	2,200	0.00	156.47	7.11	2,043.53	1,126.82
10-518.06-22-00 Vehicle Gas & Oil	1,800	434.69	1,231.34	68.41	568.66	1,135.28
TOTAL MAINTENANCE	4,000	434.69	1,387.81	34.70	2,612.19	2,262.10
CITY SERVICES						
10-518.07-02-01 Public Notices	800	445.04	1,175.81	146.98	(375.81)	48.64
10-518.07-42-00 One Call Utility Locatin	0	0.00	0.00	0.00	0.00	171.60
TOTAL CITY SERVICES	800	445.04	1,175.81	146.98	(375.81)	220.24
PROFESSIONAL FEES						
10-518.08-03-00 Engineering & Planning F	3,000	0.00	0.00	0.00	3,000.00	192.00
10-518.08-03-02 NPDES II / Arcview	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL PROFESSIONAL FEES	4,500	0.00	0.00	0.00	4,500.00	192.00

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

0 -General Fund
 COMMUNITY DEVELOPMENT
 EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER EXPENDITURES</u>						
10-518.09-21-00 Miscellaneous	<u>100</u>	<u>20.78</u>	<u>20.78</u>	<u>20.78</u>	<u>79.22</u>	<u>31.98</u>
TOTAL OTHER EXPENDITURES	<u>100</u>	<u>20.78</u>	<u>20.78</u>	<u>20.78</u>	<u>79.22</u>	<u>31.98</u>
TOTAL COMMUNITY DEVELOPMENT	335,366	17,274.99	142,450.78	42.48	192,915.22	148,270.72

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

10 -General Fund
STREET DEPARTMENT
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-520.01-01-00 Salaries	230,700	15,818.05	127,703.16	55.35	102,996.84	124,224.69
10-520.01-03-00 Overtime	15,000	145.84	7,488.49	49.92	7,511.51	10,548.62
10-520.01-21-00 FICA & Medicare	18,796	1,309.13	10,089.99	53.68	8,706.01	9,688.39
10-520.01-22-00 Retirement	9,091	580.37	4,698.45	51.68	4,392.55	5,268.83
10-520.01-41-02 Professional Development	300	0.00	0.00	0.00	300.00	70.00
TOTAL PERSONNEL	273,887	17,853.39	149,980.09	54.76	123,906.91	149,800.53
INSURANCE						
10-520.02-02-00 Health, Life & Dental	32,850	413.61	17,100.77	52.06	15,749.23	22,208.59
10-520.02-03-00 Workers Compensation	12,000	0.00	20,205.14	168.38	8,205.14	18,998.19
10-520.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL INSURANCE	46,350	413.61	37,305.91	80.49	9,044.09	41,206.78
UTILITIES						
10-520.03-01-00 Telephone & Voicemail	1,500	124.01	650.52	43.37	849.48	806.74
10-520.03-02-00 Electricity	3,000	354.85	1,813.33	60.44	1,186.67	2,386.20
10-520.03-03-00 Gas	2,000	48.22	1,025.56	51.28	974.44	1,075.17
10-520.03-04-00 Water	4,000	89.95	1,963.47	49.09	2,036.53	2,170.66
10-520.03-05-00 Mobile Phones & Pagers	2,500	147.95	592.85	23.71	1,907.15	1,495.11
10-520.03-09-00 Trash Hauling	600	0.00	165.00	27.50	435.00	165.00
TOTAL UTILITIES	13,600	764.98	6,210.73	45.67	7,389.27	8,098.88
CAPITAL EXPENDITURES						
10-520.04-31-00 Equipment & Machinery	0	0.00	0.00	0.00	0.00	548.94
TOTAL CAPITAL EXPENDITURES	0	0.00	0.00	0.00	0.00	548.94
OTHER PURCHASES						
10-520.05-01-00 Office Supplies & Consum	800	0.00	356.48	44.56	443.52	465.06
10-520.05-02-00 Postage	0	0.00	0.75	0.00	0.75	0.00
10-520.05-20-00 Small Office Equipment	400	0.00	0.00	0.00	400.00	0.00
10-520.05-21-00 Handtools	4,000	262.27	3,136.19	78.40	863.81	2,659.68
10-520.05-31-00 Uniforms	2,600	0.00	367.50	14.13	2,232.50	470.97
TOTAL OTHER PURCHASES	7,800	262.27	3,860.92	49.50	3,939.08	3,595.71
MAINTENANCE						
10-520.06-01-00 Building Maint & Repair	0	0.00	0.00	0.00	0.00	2,584.17
10-520.06-01-01 Security System	0	0.00	0.00	0.00	0.00	157.50
10-520.06-21-00 Vehicle Repair & Mainten	0	0.00	166.71	0.00	166.71	5,638.83
10-520.06-21-01 Equipment Repair & Maint	0	0.00	90.14	0.00	90.14	1,522.31
10-520.06-22-00 Vehicle Gas & Oil	0	0.00	12.13	0.00	12.13	13,525.61
10-520.06-22-01 Equipment Gas & Oil	0	0.00	0.00	0.00	0.00	2,271.10
TOTAL MAINTENANCE	0	0.00	268.98	0.00	268.98	25,699.52
CITY SERVICES						
10-520.07-20-00 Snow Removal Supplies	0	0.00	0.00	0.00	0.00	7,907.31
10-520.07-32-00 Storm Sewers-General Rep	0	0.00	0.00	0.00	0.00	793.99
10-520.07-33-00 Street Repair Materials	0	0.00	0.00	0.00	0.00	5,524.22

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

10 -General Fund
STREET DEPARTMENT
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-520.07-41-00 Street Lights-Electricit	0	0.00	387.15	0.00	(387.15)	142,056.82
10-520.07-43-00 Spring/Fall Cleanup	11,500	0.00	5,813.77	50.55	5,686.23	5,481.63
10-520.07-43-01 Recycling Extravaganza	500	52.80	1,475.60	295.12	(975.60)	925.70
10-520.07-43-02 HHW Collection Event	400	0.00	0.00	0.00	400.00	0.00
10-520.07-44-00 Street Signs	0	0.00	0.00	0.00	0.00	838.88
10-520.07-45-00 Street Sweeping	0	0.00	0.00	0.00	0.00	5,100.00
10-520.07-51-00 Mosquito & Weed Control	2,000	260.00	260.00	13.00	1,740.00	640.85
10-520.07-52-00 Tree Trimming & Removal	4,000	0.00	0.00	0.00	4,000.00	2,100.00
10-520.07-55-00 Animal Control	100	0.00	0.00	0.00	100.00	0.00
TOTAL CITY SERVICES	18,500	312.80	7,936.52	42.90	10,563.48	171,369.40
<u>PROFESSIONAL FEES</u>						
10-520.08-03-02 NPDES II/Arcview Program	0	0.00	60.00	0.00	(60.00)	0.00
TOTAL PROFESSIONAL FEES	0	0.00	60.00	0.00	(60.00)	0.00
<u>OTHER EXPENDITURES</u>						
10-520.09-21-00 Miscellaneous	0	0.00	36.00	0.00	(36.00)	141.95
TOTAL OTHER EXPENDITURES	0	0.00	36.00	0.00	(36.00)	141.95
TOTAL STREET DEPARTMENT	360,137	19,607.05	205,659.15	57.11	154,477.85	400,461.71

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

10 -General Fund
PARKS DEPARTMENT
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-525.01-01-00 Salaries	119,400	6,071.32	69,859.27	58.51	49,540.73	67,305.90
10-525.01-03-00 Overtime	7,500	167.64	3,084.50	41.13	4,415.50	4,906.57
10-525.01-05-00 Seasonal Landscape Maint	30,000	6,749.75	6,749.75	22.50	23,250.25	2,824.93
10-525.01-21-00 FICA & Medicare	9,708	767.91	5,469.89	56.34	4,238.11	5,311.84
10-525.01-22-00 Retirement	4,695	341.02	2,697.70	57.46	1,997.30	2,801.37
10-525.01-41-00 Membership Fees & Dues	100	0.00	0.00	0.00	100.00	15.00
10-525.01-41-02 Professional Development	350	0.00	0.00	0.00	350.00	30.00
TOTAL PERSONNEL	171,753	14,097.64	87,861.11	51.16	83,891.89	83,195.61
INSURANCE						
10-525.02-02-00 Health, Life & Dental	18,200	217.03	10,247.27	56.30	7,952.73	10,658.81
10-525.02-03-00 Workers Compensation	5,705	0.00	5,968.68	104.62	263.68	5,705.30
10-525.02-04-00 Unemployment	500	0.00	0.00	0.00	500.00	0.00
TOTAL INSURANCE	24,405	217.03	16,215.95	66.45	8,189.05	16,364.11
UTILITIES						
10-525.03-01-00 Telephone & Voicemail	1,500	165.63	750.37	50.02	749.63	850.95
10-525.03-02-00 Electricity	10,000	1,254.16	7,810.80	78.11	2,189.20	7,814.07
10-525.03-03-00 Gas	1,200	42.88	1,009.04	84.09	190.96	941.27
10-525.03-04-00 Water	12,500	1,132.26	5,188.03	41.50	7,311.97	5,193.85
10-525.03-05-00 Mobile Phones & Pagers	1,800	141.00	704.01	39.11	1,095.99	727.52
10-525.03-09-00 Trash Hauling	2,400	0.00	335.00	13.96	2,065.00	335.00
TOTAL UTILITIES	29,400	2,735.93	15,797.25	53.73	13,602.75	15,862.66
CAPITAL EXPENDITURES						
10-525.04-31-00 Equipment & Machinery	15,000	0.00	0.00	0.00	15,000.00	0.00
10-525.04-72-00 Maintenance-ELP	10,000	0.00	1,239.75	12.40	8,760.25	0.00
TOTAL CAPITAL EXPENDITURES	25,000	0.00	1,239.75	4.96	23,760.25	0.00
OTHER PURCHASES						
10-525.05-01-00 Office Supplies & Consum	600	20.00	192.66	32.11	407.34	200.09
10-525.05-02-00 Postage	50	2.35	35.69	71.38	14.31	3.96
10-525.05-04-00 Printing	100	0.00	386.00	386.00	286.00	28.73
10-525.05-05-00 Publications	100	0.00	0.00	0.00	100.00	0.00
10-525.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	149.99
10-525.05-21-00 Equipment & Handtools	5,500	496.56	1,885.03	34.27	3,614.97	1,269.34
10-525.05-31-00 Uniforms	1,200	0.00	342.00	28.50	858.00	178.00
10-525.05-41-01 Restroom Supplies	1,800	267.36	1,160.68	64.48	639.32	1,178.69
10-525.05-41-02 Trash Bags	5,000	974.61	1,788.64	35.77	3,211.36	1,133.92
10-525.05-41-03 Park Enhancements	3,000	0.00	1,104.33	36.81	1,895.67	12,702.85
10-525.05-42-00 Grass Seed & Fertilizer	2,800	0.00	0.00	0.00	2,800.00	559.04
10-525.05-99-00 Other Purchases	500	0.00	75.40	15.08	424.60	173.56
TOTAL OTHER PURCHASES	20,750	1,760.88	6,970.43	33.59	13,779.57	17,578.17
MAINTENANCE						
10-525.06-01-00 Buildings Maint & Repair	4,500	1,271.30	2,990.58	66.46	1,509.42	1,827.65
10-525.06-03-00 Restrooms	5,300	0.00	1,044.35	19.70	4,255.65	525.46

C I T Y O F P A R K V I L L E
REVENUE AND EXPENSE REPORT
AS OF: JULY 31ST, 2014

10 -General Fund
PARKS DEPARTMENT
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-525.06-05-01 Stage Maintenance	0	0.00	0.00	0.00	0.00	120.91
10-525.06-05-02 Ballfield Maintenance	800	0.00	329.58	41.20	470.42	503.30
10-525.06-05-03 Trail Maintenance	3,200	0.00	112.97	3.53	3,087.03	0.00
10-525.06-12-00 Playground Equipment Rep	1,500	13.11	1,061.31	70.75	438.69	255.58
10-525.06-13-00 Spirit Fountain	1,300	0.00	301.69	23.21	998.31	742.02
10-525.06-21-00 Vehicle Repair & Mainten	5,500	13.93	2,793.59	50.79	2,706.41	645.62
10-525.06-21-01 Equipment Repair & Maint	2,800	176.72	983.61	35.13	1,816.39	1,373.39
10-525.06-21-02 Tractor Mowing Equipment	3,000	41.35	3,407.51	113.58	407.51	2,153.71
10-525.06-22-00 Vehicle Gas & Oil	7,500	761.62	4,239.13	56.52	3,260.87	2,970.35
10-525.06-22-01 Equipment Gas & Oil	5,500	1,284.50	2,730.15	49.64	2,769.85	1,339.98
TOTAL MAINTENANCE	40,900	3,562.53	19,994.47	48.89	20,905.53	12,457.97
CITY SERVICES						
10-525.07-20-00 Rental of Portable Toile	3,000	220.00	1,540.00	51.33	1,460.00	1,540.00
10-525.07-51-00 Mosquito & Weed Control	2,500	238.73	907.53	36.30	1,592.47	597.46
10-525.07-51-01 Landscaping	2,000	0.00	0.00	0.00	2,000.00	0.00
10-525.07-52-00 Tree Trimming & Removal	5,000	1,844.00	1,357.81	27.16	3,642.19	306.00
10-525.07-60-00 Rental Equipment	800	0.00	0.00	0.00	800.00	109.00
TOTAL CITY SERVICES	13,300	1,385.27	3,805.34	28.61	9,494.66	2,552.46
OTHER EXPENDITURES						
10-525.09-21-00 Miscellaneous	1,500	1.00	173.38	11.56	1,326.62	2,992.09
TOTAL OTHER EXPENDITURES	1,500	1.00	173.38	11.56	1,326.62	2,992.09
TOTAL PARKS DEPARTMENT	327,008	20,989.74	152,057.68	46.50	174,950.32	151,003.07

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

0 -General Fund
 NATURE SANCTUARY
 EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-535.01-01-00 Salaries	18,000	1,153.92	8,654.40	48.08	9,345.60	5,086.69
10-535.01-21-00 FICA & Medicare	1,350	88.28	662.10	49.04	687.90	389.14
10-535.01-31-00 Expense Allowance-Other	200	0.00	0.00	0.00	200.00	0.00
TOTAL PERSONNEL	19,550	1,242.20	9,316.50	47.65	10,233.50	5,475.83
<u>UTILITIES</u>						
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-535.05-01-00 Office Supplies & Consum	100	0.00	45.00	45.00	55.00	0.00
10-535.05-02-00 Postage	50	0.00	13.52	27.04	36.48	7.18
10-535.05-04-00 Printing	500	0.00	497.37	99.47	2.63	0.00
10-535.05-21-00 Equipment & Handtools	450	22.98	110.33	24.52	339.67	0.00
10-535.05-41-00 Materials	1,200	0.00	110.44	9.20	1,089.56	151.96
10-535.05-42-00 Program Expenses	2,700	203.30	743.04	27.52	1,956.96	557.13
TOTAL OTHER PURCHASES	5,000	226.28	1,519.70	30.39	3,480.30	716.27
<u>MAINTENANCE</u>						
10-535.06-05-03 Trail Maintenance	1,500	12.82	966.45	64.43	533.55	277.61
10-535.06-21-00 Vehicle Repair & Mainten	1,000	0.00	324.21	32.42	675.79	0.00
10-535.06-21-01 Equipment Repair & Maint	150	0.00	5.83	3.89	144.17	52.99
10-535.06-22-00 Vehicle Gas & Oil	600	152.96	244.81	40.80	355.19	32.23
TOTAL MAINTENANCE	3,250	165.78	1,541.30	47.42	1,708.70	362.83
<u>CITY SERVICES</u>						
10-535.07-51-00 Mosquito & Weed Control	0	48.67	160.37	0.00	(160.37)	0.00
TOTAL CITY SERVICES	0	48.67	160.37	0.00	(160.37)	0.00
<u>OTHER EXPENDITURES</u>						
10-535.09-21-00 Miscellaneous	500	0.00	0.00	0.00	500.00	275.61
TOTAL OTHER EXPENDITURES	500	0.00	0.00	0.00	500.00	275.61
TOTAL NATURE SANCTUARY	28,300	1,682.93	12,537.87	44.30	15,762.13	6,830.54

C I T Y O F P A R K V I L L E
 REVENUE AND EXPENSE REPORT
 AS OF: JULY 31ST, 2014

0 -General Fund
 CHANNEL 2 & WEBSITE
 EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-540.01-52-00 Technical Consultant/Int	9,000	750.00	4,799.40	53.33	4,200.60	8,480.00
10-540.01-53-00 Production Assistant/Int	2,100	100.00	750.00	35.71	1,350.00	0.00
TOTAL PERSONNEL	11,100	850.00	5,549.40	49.99	5,550.60	8,480.00
<u>CAPITAL EXPENDITURES</u>						
10-540.04-11-00 Computers & Programming	0	0.00	299.40	0.00	299.40	0.00
10-540.04-21-00 Office Equipment	200	0.00	0.00	0.00	200.00	0.00
TOTAL CAPITAL EXPENDITURES	200	0.00	299.40	149.70	499.40	0.00
<u>OTHER PURCHASES</u>						
10-540.05-03-00 Computer Equip/Access/Pr	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	500	0.00	0.00	0.00	500.00	0.00
<u>MAINTENANCE</u>						
10-540.06-31-00 Computer Maintenance	600	0.00	0.00	0.00	600.00	0.00
TOTAL MAINTENANCE	600	0.00	0.00	0.00	600.00	0.00
<u>OTHER EXPENDITURES</u>						
10-540.09-05-00 Newsletter/Website	4,000	0.00	1,983.20	49.58	2,016.80	0.00
10-540.09-05-01 Website Maintenance	1,200	0.00	0.00	0.00	1,200.00	0.00
TOTAL OTHER EXPENDITURES	5,200	0.00	1,983.20	38.14	3,216.80	0.00
TOTAL CHANNEL 2 & WEBSITE	17,600	850.00	7,233.20	41.10	10,366.80	8,480.00

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

10 -General Fund
 TRANSFERS OUT
 EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
10-550.20-04-00 Transfer to Reserve Fund	317,000	26,416.66	184,916.66	58.33	132,083.34	0.00
10-550.20-21-00 Transfer to Debt Service	<u>221,000</u>	<u>18,416.66</u>	<u>128,916.66</u>	<u>58.33</u>	<u>92,083.34</u>	<u>0.00</u>
TOTAL TRANSFERS-OTHER SOURCES	<u>538,000</u>	<u>44,833.32</u>	<u>313,833.32</u>	<u>58.33</u>	<u>224,166.68</u>	<u>0.00</u>
TOTAL TRANSFERS OUT	538,000	44,833.32	313,833.32	58.33	224,166.68	0.00

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

10 -General Fund
IT
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-555.01-52-00 Information Technology S	25,500	1,120.00	12,760.75	50.04	12,739.25	13,263.75
10-555.01-53-00 Specialized Support Cont	0	0.00	0.00	0.00	0.00	1,975.00
TOTAL PERSONNEL	25,500	1,120.00	12,760.75	50.04	12,739.25	15,238.75
<u>INSURANCE</u>						
10-555.02-01-00 Equipment	0	0.00	494.35	0.00	494.35	957.11
10-555.02-02-00 Software	19,100	0.00	11,114.82	58.19	7,985.18	1,368.62
10-555.02-04-00 Domain Registrations	175	0.00	125.00	71.43	50.00	0.00
TOTAL INSURANCE	19,275	0.00	11,734.17	60.88	7,540.83	2,325.73
<u>MAINTENANCE</u>						
10-555.06-01-00 Maintenance & Repair	2,125	177.00	1,239.00	58.31	886.00	0.00
TOTAL MAINTENANCE	2,125	177.00	1,239.00	58.31	886.00	0.00
TOTAL IT	46,900	1,297.00	25,733.92	54.87	21,166.08	17,564.48
TOTAL EXPENDITURES	4,220,510	247,869.35	2,236,609.01	52.99	1,983,900.99	2,147,148.71
=====						
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(331,710)	61,888.23	658,743.01		0.00	712,048.01

Sewer Fund (30)

Last Updated 08/10/14

	2011 Actual	2012 Actual	2013 Budget	2013 Unaudited	2014 Budget	2014 YTD	2014 Projected	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
<i>Beginning Fund Balance</i>	\$426,505	\$ 493,616	\$ 590,000	\$ 605,952	\$ 489,897	\$ 526,653	\$ 526,653	\$ 548,556	\$ 393,554	\$ 357,596	\$ 309,755	\$ 355,881
Revenues												
<i>Projected Rate Increase</i>					3.50%	3.00%	3.00%	3.00%	3.00%	2.00%	0.00%	0.00%
Sewer Charges	907,088	962,603	945,000	931,425	968,760	600,554	959,368	988,149	1,017,793	1,038,149	1,038,149	1,038,149
Sewer Tap Fees	19,500	33,000	22,500	30,000	22,500	21,000	22,500	22,838	23,180	23,528	23,881	24,239
Sewer Impact Fees	18,200	30,800	21,000	28,000	21,000	19,600	21,000	21,315	21,635	21,959	22,289	22,623
MOAW Bill Collection Payment	636	715	-	686	650	-	650	650	650	650	650	650
Grinder Pump Administrative Fee	4,620	4,620	4,620	3,850	4,620	2,310	4,620	4,620	4,620	4,620	4,620	4,620
Interest Income	9,061	6,611	4,300	5,997	2,000	2,497	2,000	2,020	2,040	2,061	2,081	2,102
Transfer from Sewer CIP (33)	-	-	-	-	275,478	294,984	294,984	-	-	-	-	-
Miscellaneous	35	-	-	-	-	1,000	1,000	1,000	-	-	-	-
Sewer Fund Revenues:	959,140	1,038,349	997,420	999,958	1,295,008	941,945	1,306,122	1,040,591	1,069,918	1,090,967	1,091,670	1,092,383
Total Sources:	1,385,645	1,531,965	1,587,420	1,605,910	1,784,905	1,468,598	1,832,775	1,589,148	1,463,472	1,448,563	1,401,425	1,448,264
Expenditures												
Operating Expenses	388,097	453,316	473,413	435,953	514,201	238,178	501,656	479,662	493,373	486,857	500,774	508,285
Capital Expenses	16,415	18,146	77,000	2,656	474,007	2,206	482,007	412,379	311,049	347,696	237,811	312,811
Debt Service	273,917	198,952	203,000	203,217	200,556	110,087	200,556	202,053	198,431	199,687	200,823	200,000
Transfer to General Fund - Admin Fee	70,000	75,000	100,000	100,000	100,000	58,333	100,000	101,500	103,023	104,568	106,136	107,728
Other Transfers	143,600	180,600	338,000	337,431	-	-	-	-	-	-	-	-
Sewer Fund Expenditures:	892,029	926,014	1,191,413	1,079,257	1,288,764	408,805	1,284,219	1,195,594	1,105,876	1,138,808	1,045,544	1,128,825
Estimated Working Capital (deficit) :	493,616	605,952	396,007	526,653	496,141	1,059,793	548,556	393,554	357,596	309,755	355,881	319,439
TARGET*	\$388,441	\$331,031	\$346,353	\$337,205	\$354,106	\$354,106	\$350,970	\$347,343	\$347,530	\$347,543	\$352,551	\$354,003

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

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

0 -Sewer Service Fund
FINANCIAL SUMMARY

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
OTHER REVENUE	1,017,530	94,131.16	643,463.89	63.24	374,066.11	556,653.67
INTEREST INCOME	2,000	370.35	2,497.01	124.85	(497.01)	3,939.19
MISCELLANEOUS REVENUE	0	1,000.00	1,000.00	0.00	(1,000.00)	0.00
TRANSFERS IN	275,478	294,984.41	294,984.41	107.08	(19,506.41)	0.00
TOTAL REVENUES	1,295,008	390,485.92	941,945.31	72.74	353,062.69	560,592.86
=====						
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATIVE	1,288,764	52,133.40	408,804.80	31.72	879,959.20	613,660.74
TOTAL EXPENDITURES	1,288,764	52,133.40	408,804.80	31.72	879,959.20	613,660.74
=====						
EXCESS REVENUES OVER/(UNDER) EXPENDITURES	6,244	338,352.52	533,140.51		(526,896.51)	(53,067.88)

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

30 -Sewer Service Fund

FINANCIAL SUMMARY

58.33% OF FISCAL YEAR COMPLETED

REVENUES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER REVENUE</u>						
30-41501-00 Sewer Charges	968,760	515.58	42,499.78	4.39	926,260.22	526,883.67
30-41501-01 Sewer Charges - Data Tech	0	84,530.58	558,054.11	0.00 (558,054.11)	0.00
30-41502-00 Sewer Tap Fees	22,500	4,500.00	21,000.00	93.33	1,500.00	13,500.00
30-41502-01 Sewer Impact Fees	21,000	4,200.00	19,600.00	93.33	1,400.00	15,500.00
30-41503-00 Mo Am Bill Collection pymt	650	0.00	0.00	0.00	650.00	0.00
30-41504-00 Grinder Pump Admin Fee	4,620	385.00	2,310.00	50.00	2,310.00	770.00
TOTAL OTHER REVENUE	1,017,530	94,131.16	643,463.89	63.24	374,066.11	556,653.67
<u>INTEREST INCOME</u>						
30-41701-00 Interest Income	2,000	370.35	2,497.01	124.85 (497.01)	3,939.19
TOTAL INTEREST INCOME	2,000	370.35	2,497.01	124.85 (497.01)	3,939.19
<u>MISCELLANEOUS REVENUE</u>						
30-41805-00 Water Service Fees	0	1,000.00	1,000.00	0.00 (1,000.00)	0.00
TOTAL MISCELLANEOUS REVENUE	0	1,000.00	1,000.00	0.00 (1,000.00)	0.00
<u>TRANSFERS IN</u>						
30-41902-00 Trnsfer from Sewer CIP	275,478	294,984.41	294,984.41	107.08 (19,506.41)	0.00
TOTAL TRANSFERS IN	275,478	294,984.41	294,984.41	107.08 (19,506.41)	0.00
TOTAL REVENUE	1,295,008	390,485.92	941,945.31	72.74	353,062.69	560,592.86

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

0 -Sewer Service Fund

ADMINISTRATIVE

58.33% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
30-501.01-01-00 Salaries	12,500	730.98	5,935.12	47.48	6,564.88	5,269.93
30-501.01-21-00 FICA & Medicare	956	55.92	454.05	47.49	501.95	190.02
TOTAL PERSONNEL	13,456	786.90	6,389.17	47.48	7,066.83	5,459.95
INSURANCE						
30-501.02-01-00 Hazard & Liability	4,500	0.00	3,677.65	81.73	822.35	3,507.20
TOTAL INSURANCE	4,500	0.00	3,677.65	81.73	822.35	3,507.20
UTILITIES						
30-501.03-01-00 Telephone & Voicemail	2,400	215.23	1,053.86	43.91	1,346.14	1,340.21
30-501.03-02-00 Electricity	35,000	3,628.29	20,360.23	58.17	14,639.77	22,838.39
30-501.03-04-00 Water	3,500	68.29	1,837.27	52.49	1,662.73	2,155.05
30-501.03-06-00 Wi-Fi	480	39.99	199.95	41.66	280.05	279.92
30-501.03-09-00 Trash Hauling	600	29.71	148.55	24.76	451.45	606.98
TOTAL UTILITIES	41,980	3,981.51	23,599.86	56.22	18,380.14	27,220.55
CAPITAL EXPENDITURES						
30-501.04-31-00 Equipment & Machinery	20,007	0.00	1,738.55	8.69	18,268.45	861.76
30-501.04-61-00 Pump Station Improvement	285,000	0.00	467.72	0.16	284,532.28	0.00
TOTAL CAPITAL EXPENDITURES	305,007	0.00	2,206.27	0.72	302,800.73	861.76
OTHER PURCHASES						
30-501.05-01-00 Office Supplies	100	0.00	17.19	17.19	82.81	0.00
30-501.05-02-00 Postage	10,000	207.85	3,821.85	38.22	6,178.15	3,255.38
30-501.05-04-00 Printing	100	0.00	0.00	0.00	100.00	9.60
TOTAL OTHER PURCHASES	10,200	207.85	3,839.04	37.64	6,360.96	3,264.98
MAINTENANCE						
30-501.06-01-00 Building Main & Repair	10,000	0.00	3,538.47	35.38	6,461.53	3,293.44
30-501.06-12-00 Pump Stations Maintenan	25,000	360.00	6,161.16	24.64	18,838.84	21,285.91
30-501.06-21-00 Vehicle Repair & Mainten	500	0.00	0.00	0.00	500.00	608.07
30-501.06-21-02 Tractor/Lawn Mowing Equi	300	213.80	577.09	192.36	277.09	300.94
30-501.06-22-00 Vehicle Gas & Oil	3,000	350.87	768.01	25.60	2,231.99	1,474.51
30-501.06-22-01 Equipment Gas & Oil	1,500	16.94	16.94	1.13	1,483.06	12.19
30-501.06-33-00 Software Support Agreeme	2,170	0.00	0.00	0.00	2,170.00	0.00
30-501.06-42-00 Line Maintenance	80,000	0.00	698.69	0.87	79,301.31	2,965.00
30-501.06-99-00 Other Maintenance	89,000	0.00	0.00	0.00	89,000.00	0.00
TOTAL MAINTENANCE	211,470	941.61	11,760.36	5.56	199,709.64	29,940.06
CITY SERVICES						
30-501.07-34-00 Line Repairs	25,000	0.00	0.00	0.00	25,000.00	2,051.00
30-501.07-42-00 One Call Utility Locatin	2,000	185.90	990.69	49.53	1,009.31	650.00
30-501.07-42-01 One Call Equipment & Sup	400	0.00	0.00	0.00	400.00	6.99
30-501.07-82-00 KC Water Depart	63,000	0.00	14,716.27	23.36	48,283.73	12,984.38
30-501.07-91-00 Odor Control	19,000	0.00	0.00	0.00	19,000.00	11,033.90
TOTAL CITY SERVICES	109,400	185.90	15,706.96	14.36	93,693.04	26,726.27

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

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PROFESSIONAL FEES						
30-501.08-01-00 Attorney Fees	2,500	0.00	7,048.80	281.95 (4,548.80)	0.00
30-501.08-03-00 Engineering Fees	11,000	0.00	1,152.00	10.47	9,848.00	192.00
30-501.08-04-00 Management Contract	275,395	22,949.58	160,647.06	58.33	114,747.94	153,956.25
30-501.08-06-00 Administration Fee	100,000	8,333.33	58,333.33	58.33	41,666.67	58,333.31
TOTAL PROFESSIONAL FEES	388,895	31,282.91	227,181.19	58.42	161,713.81	212,481.56
OTHER EXPENDITURES						
30-501.09-21-00 Miscellaneous	1,500	355.98	4,357.18	290.48 (2,857.18)	44.62
30-501.09-22-00 DNR Fees	1,800	0.00	0.00	0.00	1,800.00	1,367.71
TOTAL OTHER EXPENDITURES	3,300	355.98	4,357.18	132.04 (1,057.18)	1,412.33
BOND/LEASE PAYMENTS						
30-501.10-04-00 System Renewal Lease	0	0.00	9,227.94	0.00 (9,227.94)	9,227.94
TOTAL BOND/LEASE PAYMENTS	0	0.00	9,227.94	0.00 (9,227.94)	9,227.94
SYSTEM RENEWAL PROJECT						
30-501.12-11-00 SRF Principal	0	11,666.67	81,666.69	0.00 (81,666.69)	81,666.69
30-501.12-11-01 SRF Interest	0	2,724.07	19,068.49	0.00 (19,068.49)	19,753.51
30-501.12-11-02 SRF Administration Fee	0	0.00	124.00	0.00 (124.00)	124.00
TOTAL SYSTEM RENEWAL PROJECT	0	14,390.74	100,859.18	0.00 (100,859.18)	101,544.20
TRANSFERS-OTHER SOURCES						
30-501.20-01-01 Transfer to 10 Year CIP	0	0.00	0.00	0.00	0.00	168,583.31
30-501.20-02-02 Trans to Debt Serv (for	18,456	0.00	0.00	0.00	18,456.00	0.00
30-501.20-02-03 Trans to Debt Serv (for	182,100	0.00	0.00	0.00	182,100.00	0.00
30-501.20-42-00 Transfer to Equipment Fu	0	0.00	0.00	0.00	0.00	23,430.63
TOTAL TRANSFERS-OTHER SOURCES	200,556	0.00	0.00	0.00	200,556.00	192,013.94
TOTAL ADMINISTRATIVE	1,288,764	52,133.40	408,804.80	31.72	879,959.20	613,660.74
TOTAL EXPENDITURES	1,288,764	52,133.40	408,804.80	31.72	879,959.20	613,660.74
=====						
EXCESS REVENUES OVER/(UNDER) EXPENDITURES	6,244	338,352.52	533,140.51		0.00 (53,067.88)

Transportation Fund (40)

Last Updated 08/10/14

	2011 Actual	2012 Actual	2013 Budget	2013 Unaudited	2014 Budget	2014 YTD	2014 Projected	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected
<i>Beginning Fund Balance</i>	\$227,141	\$ 89,288	\$ 113,178	\$ 190,187	\$ 162,317	\$ 162,683	\$ 159,023	\$ (2,098)	\$ 2,788	\$ (2,914)	\$ 20,401	\$ 5,819
Revenues												
Parkville Special Road District	114,870	120,346	121,500	122,341	122,600	121,709	122,600	125,052	127,553	130,104	132,706	135,360
City Transportation Sales Tax	454,319	380,193	385,000	397,214	400,000	253,071	400,000	408,000	416,160	424,483	432,973	441,632
Motor Fuel Tax	123,157	141,412	150,000	140,752	141,000	81,042	141,000	143,820	146,696	149,630	152,623	155,675
County Transportation Sales Tax	123,552	137,379	135,000	134,865	138,000	21,422	138,000	140,760	143,575	146,447	149,376	152,363
Curb/Sidewalk Cost Share			-	-	-	10,000	10,000	-	-	-	-	-
Interest Income			-	-	-	-	-	-	-	-	-	-
Refunds		80,250										
MPR Safety Funds							4,300					
Leased Properties		6,470	-	900	-	-	-	-	-	-	-	-
Transportation Fund Revenues:	815,898	866,050	791,500	796,072	801,600	487,244	815,900	817,632	833,985	850,664	867,678	885,031
Total Sources:	1,043,039	955,338	904,678	986,259	963,917	649,927	974,923	815,534	836,773	847,750	888,078	890,850
Expenditures												
Administration		-	-	-	-	-	-	-	-	-	-	-
Streets - Capital	171,177	196,151	135,000	91,236	295,000	9,150	304,135	250,000	268,500	240,000	250,000	240,000
Streets - Operating				-	313,050	159,527	317,886	317,746	322,512	327,350	332,260	337,244
Transfers	782,574	569,000	736,000	736,000	355,000	207,083	355,000	245,000	248,675	260,000	300,000	310,000
Transportation Fund Expenditures:	953,751	765,151	871,000	827,236	963,050	375,760	977,021	812,746	839,687	827,350	882,260	887,244
Estimated Ending Balance (deficit) :	89,288	190,187	33,678	159,023	867	274,166	(2,098)	2,788	(2,914)	20,401	5,819	3,606

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

40 -Transportation Fund
 FINANCIAL SUMMARY

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAXES	122,600	0.00	121,709.17	99.27	890.83	119,630.46
SALES TAXES	679,000	57,387.90	355,535.15	52.36	323,464.85	381,190.02
OTHER REVENUE	0	0.00	10,000.00	0.00	(10,000.00)	0.00
MISCELLANEOUS REVENUE	0	650.00	1,300.00	0.00	(1,300.00)	450.00
TOTAL REVENUES	801,600	58,037.90	488,544.32	60.95	313,055.68	501,270.48
<u>EXPENDITURE SUMMARY</u>						
STREET DEPARTMENT	608,050	24,475.71	168,677.10	27.74	439,372.90	367.63
TRANSFERS	355,000	29,583.33	207,083.33	58.33	147,916.67	429,333.31
TOTAL EXPENDITURES	963,050	54,059.04	375,760.43	39.02	587,289.57	429,700.94
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(161,450)	3,978.86	112,783.89		(274,233.89)	71,569.54

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

40 -Transportation Fund
FINANCIAL SUMMARY
REVENUES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TAXES</u>						
40-41006-00 Parkville Special Rd Distric	122,600	0.00	121,709.17	99.27	890.83	119,630.46
TOTAL TAXES	122,600	0.00	121,709.17	99.27	890.83	119,630.46
<u>SALES TAXES</u>						
40-41404-00 City Transportation Sales Ta	400,000	44,792.33	253,071.21	63.27	146,928.79	228,741.03
40-41405-00 Motor Fuel Tax	141,000	12,595.57	81,041.88	57.48	59,958.12	80,141.34
40-41406-00 County Trans Sales Tax	138,000	0.00	21,422.06	15.52	116,577.94	72,307.65
TOTAL SALES TAXES	679,000	57,387.90	355,535.15	52.36	323,464.85	381,190.02
<u>OTHER REVENUE</u>						
40-41504-00 Curb/Sidewalk Cost Share	0	0.00	10,000.00	0.00	(10,000.00)	0.00
TOTAL OTHER REVENUE	0	0.00	10,000.00	0.00	(10,000.00)	0.00
<u>INTEREST INCOME</u>						
<u>MISCELLANEOUS REVENUE</u>						
40-41802-00 Leased Properties	0	650.00	1,300.00	0.00	(1,300.00)	450.00
TOTAL MISCELLANEOUS REVENUE	0	650.00	1,300.00	0.00	(1,300.00)	450.00
<u>TRANSFERS IN</u>						
<u>TRANSFERS</u>						
TOTAL REVENUE	801,600	58,037.90	488,544.32	60.95	313,055.68	501,270.48

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

40 -Transportation Fund
ADMINISTRATION
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

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

_____	_____	_____	_____	_____	_____
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CAPITAL EXPENDITURES

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

40 -Transportation Fund

STREET DEPARTMENT

58.33% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>CAPITAL EXPENDITURES</u>						
40-520.04-71-00 Street Programs	0	0.00	26.95	0.00	(26.95)	0.00
40-520.04-81-00 Crack Seal Project	20,000	0.00	1,261.05	6.31	18,738.95	0.00
40-520.04-82-00 Slurry Seal Project	95,000	0.00	0.00	0.00	95,000.00	0.00
40-520.04-83-00 Street Striping	10,000	0.00	0.00	0.00	10,000.00	0.00
40-520.04-85-00 Asphalt Overlay Program	120,000	0.00	0.00	0.00	120,000.00	0.00
40-520.04-85-01 Equipment	50,000	0.00	78.70	0.16	49,921.30	0.00
40-520.04-90-00 Curb & Sidewalk Program	0	0.00	7,783.50	0.00	(7,783.50)	367.63
TOTAL CAPITAL EXPENDITURES	295,000	0.00	9,150.20	3.10	285,849.80	367.63
<u>MAINTENANCE</u>						
40-520.06-01-00 Building Maintenance & R	2,300	0.00	1,272.98	55.35	1,027.02	0.00
40-520.06-21-00 Vehicle & Equipment Main	10,500	208.89	2,930.15	27.91	7,569.85	0.00
40-520.06-22-00 Vehicle & Equipment Gas	25,500	3,185.81	15,565.15	61.04	9,934.85	0.00
TOTAL MAINTENANCE	38,300	3,394.70	19,768.28	51.61	18,531.72	0.00
<u>CITY SERVICES</u>						
40-520.07-20-00 Emergency Snow Removal	30,000	0.00	17,361.53	57.87	12,638.47	0.00
40-520.07-32-00 Storm Sewers - General R	2,500	0.00	0.00	0.00	2,500.00	0.00
40-520.07-33-00 Street Repair Materials	15,000	1,854.05	4,485.01	29.90	10,514.99	0.00
40-520.07-41-00 Street Lights - Electric	210,250	18,587.78	110,091.95	52.36	100,158.05	0.00
40-520.07-44-00 Street Signs	2,000	11.18	374.63	18.73	1,625.37	0.00
40-520.07-45-00 Street Sweeping	8,000	0.00	6,780.00	84.75	1,220.00	0.00
40-520.07-52-00 Tree Trimming & Removal	4,000	628.00	628.00	15.70	3,372.00	0.00
40-520.07-60-00 Rental Equipment	2,000	0.00	37.50	1.88	1,962.50	0.00
TOTAL CITY SERVICES	273,750	21,081.01	139,758.62	51.05	133,991.38	0.00
<u>OTHER EXPENDITURES</u>						
40-520.09-21-00 Miscellaneous	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL OTHER EXPENDITURES	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL STREET DEPARTMENT	608,050	24,475.71	168,677.10	27.74	439,372.90	367.63

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

40 -Transportation Fund

TRANSFERS
EXPENDITURES

58.33% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
40-550.20-10-00 Transfer to General Fund	355,000	29,583.33	207,083.33	58.33	147,916.67	364,583.31
40-550.20-42-00 Transfer to MERF	0	0.00	0.00	0.00	0.00	64,750.00
TOTAL TRANSFERS-OTHER SOURCES	355,000	29,583.33	207,083.33	58.33	147,916.67	429,333.31
TOTAL TRANSFERS	355,000	29,583.33	207,083.33	58.33	147,916.67	429,333.31
TOTAL EXPENDITURES	963,050	54,059.04	375,760.43	39.02	587,289.57	429,700.94
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(161,450)	3,978.86	112,783.89		0.00	71,569.54

BALANCE SHEET

AS OF: JULY 31ST, 2014

10 -General Fund

ACCOUNT#	TITLE		
ASSETS			
=====			
10901	Petty Cash (Admin)	181.31	
10911	Petty Cash (Court)	150.00	
10952	Court Bnk Acct-Internet Pymts	100.00	
12000	General Fund Claim on Cash	1,356,771.77	
15003	Property Tax Receivables	2,687.81	
15004	Franchise Tax Receivables	170,235.57	
15005	Vehicle Tax Receivable	594.85	
18000	Prepaid Insurance	81,735.82	
			1,612,457.13

TOTAL ASSETS			1,612,457.13

LIABILITIES			
=====			
20021	AFLAC W/H	(323.78)	
20022	Medical Ins W/H	(9,751.81)	
20023	Dental W/H	(429.84)	
20025	Principal W/H	(241.85)	
20028	Vision Care Withholding	(145.84)	
20031	Retirement W/H ING	160.00	
20041	KC Earning Tax W/H	4,509.32	
20051	Garnishment W/H	(70.62)	
20070	Vol. Employee Fund W/H	1,237.58	
21000	Deferred Revenue	3,282.66	
22001	AP Pending (Due to Pooled)	47,394.16	
22500	Telecom Escrow	190.29	
22501	FLEX Plan Payable	3,028.17	
22600	COBRA Liability	1,539.59	
			50,378.03

TOTAL LIABILITIES			50,378.03
EQUITY			
=====			
30001	Fund Balance	908,562.86	
			908,562.86

TOTAL BEGINNING EQUITY			908,562.86

TOTAL REVENUE		2,895,352.02	
TOTAL EXPENSES		2,241,835.78	
			653,516.24

TOTAL SURPLUS/(DEFICIT)			653,516.24

TOTAL EQUITY & SURELUS/(DEFICIT)			1,562,079.10

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT			1,612,457.13

BALANCE SHEET

AS OF: JULY 31ST, 2014

21 -River Park Bond Retirement

ACCOUNT# TITLE

ASSETS

=====

11002 River Prk Dev Bank Acct-	176,085.60	
15001 Receivables - Taxes/Fees	627.06	
		<u>176,712.66</u>

TOTAL ASSETS

176,712.66

=====

LIABILITIES

=====

21000 Deferred Revenue	627.06	
22001 A/P Pending (Due to Pooled)	24,331.25	
		<u>24,958.31</u>

TOTAL LIABILITIES

24,958.31

EQUITY

=====

30001 FUND BALANCE	151,644.18	
		<u>151,644.18</u>
TOTAL BEGINNING EQUITY	151,644.18	
TOTAL REVENUE	321,472.67	
TOTAL EXPENSES	321,362.50	
		<u>110.17</u>
TOTAL SURPLUS/(DEFICIT)	110.17	
		<u>151,754.35</u>

TOTAL EQUITY & SURPLUS/(DEFICIT)

151,754.35

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT

176,712.66

=====

BALANCE SHEET
AS OF: JULY 31ST, 2014

22 --Capital Project Bonds

ACCOUNT# TITLE

ASSETS

11002 Cash	317,148.19	
12000 Claim on Cash	110,500.00	
14010 Lease Revenue Fund	0.47	
14012 Reserve Fund	642,814.02	
15001 Receivables - Taxes/Fees	990.53	
		<u>1,071,453.21</u>

TOTAL ASSETS 1,071,453.21

LIABILITIES

21000 Deferred Revenue	990.53	
		<u>990.53</u>

EQUITY

30001 Fund Balance	328,438.21	
30005 Restricted for Debt Retirement	640,000.00	
		<u>968,438.21</u>

TOTAL REVENUE 463,935.72
TOTAL EXPENSES 361,911.25

TOTAL SURPLUS/(DEFICIT) 102,024.47

TOTAL EQUITY & SURPLUS/(DEFICIT) 1,070,462.68

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 1,071,453.21

BALANCE SHEET
AS OF: JULY 31ST, 2014

23 -Brush Creek NID

ACCOUNT# TITLE

ASSETS		
=====		
12000	Claim on Cash	52.80
14011	Debt Service Fund	56,182.97
14021	Cost of Issuance Expenses	(104,023.00)
		<hr/>
		(47,787.23)
		<hr/>
	TOTAL ASSETS	(47,787.23)
		=====
LIABILITIES		
=====		
24000	Long Term Bonds Payable	428,672.33
		<hr/>
	TOTAL LIABILITIES	428,672.33
		<hr/>
EQUITY		
=====		
30001	Fund Balance	(372,438.87)
		<hr/>
	TOTAL BEGINNING EQUITY	(372,438.87)
		<hr/>
	TOTAL REVENUE	2.31
	TOTAL EXPENSES	104,023.00
		<hr/>
	TOTAL SURPLUS/(DEFICIT)	(104,020.69)
		<hr/>
	TOTAL EQUITY & SURPLUS/(DEFICIT)	(476,459.56)
		<hr/>
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	(47,787.23)
		=====

BALANCE SHEET
AS OF: JULY 31ST, 2014

24 -Brink Meyer Road NID

ACCOUNT# TITLE

ASSETS

=====

12000 Claim on Cash	22.20	
14001 Construction Fund	1.41	
		23.61

TOTAL ASSETS 23.61

=====

LIABILITIES

=====

24000 Long Term Bonds Payable	(20,000.00)	
TOTAL LIABILITIES	(20,000.00)	

EQUITY

=====

30001 Fund Balance	358,407.35	
TOTAL BEGINNING EQUITY	358,407.35	
TOTAL REVENUE	9.70	
TOTAL EXPENSES	338,393.44	
TOTAL SURPLUS/(DEFICIT)	(338,383.74)	
TOTAL EQUITY & SURPLUS/(DEFICIT)	20,023.61	
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		23.61

=====

BALANCE SHEET

AS OF: JULY 31ST, 2014

30 -Sewer Service Fund

ACCOUNT# TITLE

ASSETS

11002 Sewer Fund Cash in Bank-	10,809.29	
11003 Cash	835,101.35	
11005 MM Bank Lib	202,835.39	
12000 Sewer Service Claim on Cash	(462.01)	
15000 Receivables	98,781.11	
17001 Property, Plant, Equipment	2,319,461.96	
17005 Accumulated Depreciation	(2,853,765.98)	
17014 Equipment	1,850,516.67	
18000 Prepaid Insurance	593.04	
		<u>2,463,870.82</u>

TOTAL ASSETS		<u>2,463,870.82</u>
--------------	--	---------------------

LIABILITIES

22001 AP Pending (Due to Pooled)	14,565.97	
24010 LT Leases Payable	179,612.82	
26000 Customer Deposits	13,485.00	
		<u>207,663.79</u>

TOTAL LIABILITIES		<u>207,663.79</u>
-------------------	--	-------------------

EQUITY

30001 Fund Balance	1,732,408.81	
		<u>1,732,408.81</u>

TOTAL BEGINNING EQUITY	1,732,408.81	
------------------------	--------------	--

TOTAL REVENUE	941,945.31	
---------------	------------	--

TOTAL EXPENSES	418,147.09	
----------------	------------	--

TOTAL SURPLUS/(DEFICIT)	523,798.22	
-------------------------	------------	--

TOTAL EQUITY & SURPLUS/(DEFICIT)		<u>2,256,207.03</u>
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TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		<u>2,463,870.82</u>
---	--	---------------------

BALANCE SHEET

AS OF: JULY 31ST, 2014

31 -Sewer Special Assessment

ACCOUNT# TITLE

ASSETS

=====

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

LIABILITIES

=====

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

EQUITY

=====

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

TOTAL REVENUE		61.19			
TOTAL EXPENSES		61.19			

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

BALANCE SHEET
AS OF: JULY 31ST, 2014

33 -Sewer Capital Improvement

ACCOUNT# TITLE

ASSETS

=====

17002 Insutiform Sewer Infrastructur	244,732.86	
17003 Aeration System Sewer Equipmnt	182,062.00	
		426,794.86

TOTAL ASSETS 426,794.86

LIABILITIES

=====

EQUITY

=====

30001 Fund Balance	763,638.47	
TOTAL BEGINNING EQUITY	763,638.47	
TOTAL EXPENSES	336,843.61	
TOTAL SURPLUS/(DEFICIT)	(336,843.61)	
TOTAL EQUITY & SURPLUS/(DEFICIT)		426,794.86

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFYCIT 426,794.86

BALANCE SHEET

AS OF: JULY 31ST, 2014

34 -SRF Fund

ACCOUNT# TITLE

ASSETS

=====

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

TOTAL ASSETS

2,839,205.65

LIABILITIES

=====

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

EQUITY

=====

30001 Fund Balance	740,073.00	
		<u>740,073.00</u>
TOTAL BEGINNING EQUITY	740,073.00	
		<u>740,073.00</u>

TOTAL EQUITY & SURPLUS/(DEFICIT)

740,073.00

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT

2,839,205.65

BALANCE SHEET

AS OF: JULY 31ST, 2014

40 -Transportation Fund

ACCOUNT# TITLE

ASSETS

=====		
12000 Claim on Cash	278,777.70	
15000 Receivables - General	47,052.72	
15001 Receivable Held in Escrow Acct	10,833.00	
		<u>336,663.42</u>
TOTAL ASSETS		<u>336,663.42</u>

LIABILITIES

=====		
22001 A/P Pending (Due to Pooled)	5,553.71	
22500 Liability in Held in Escrow Ac	10,833.00	
		<u>16,386.71</u>
TOTAL LIABILITIES		<u>16,386.71</u>

EQUITY

=====		
30001 Fund Balance	209,734.70	
TOTAL BEGINNING EQUITY	209,734.70	
TOTAL REVENUE	488,544.32	
TOTAL EXPENSES	378,002.31	
		<u>110,542.01</u>
TOTAL SURPLUS/(DEFICIT)		<u>110,542.01</u>
TOTAL EQUITY & SURPLUS/(DEFICIT)		<u>320,276.71</u>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		<u>336,663.42</u>

CITY OF PARKVILLE
RESERVED FUND SUMMARY
AS OF: JULY 31ST, 2014

	This Month		Cumulative		Fund
	Income	Expenses	Income	Expenses	Balance
42 -Municipal Equip Res Fund	0.00	0.00	0.00	0.00	3,280.68
45 -Fewson Project Fund	389.59	6.75	3,353.22	41.75	560,325.75
46 -Guest Room Tax Fund	0.00	0.00	558.08	0.00	2,869.70
50 -Emergency Reserve Fund	26,416.66	0.00	184,916.66	0.00	1,255,882.27
60 -Nature Sanctuary Fund	0.00	0.00	3,456.17	0.00	44,277.51
63 -Park Donations	155.40	0.00	305.40	0.00	45,767.24
80 -Court Recoupment Fees	201.00	0.00	2,110.50	0.00	37,620.50
81 -Police Training Fees-LET	340.00	0.00	1,656.00	0.00	45,036.78
91 -TIF Development Fund	35,549.83	0.00	125,901.32	5.00	138,241.07
95 -Capital Projects Fund	1,850.00	0.00	24,948.40	78,681.38	15,871.03
TOTAL	64,902.48	6.75	347,205.75	78,728.13	2,149,172.53

*** END OF REPORT ***

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

General Fund #10

Cash on Hand	181.31	
Total Cash Accounts*	1,309,477.61	
Fund Cash & Investments Total		<u><u>\$1,309,658.92</u></u>

Sewer Capital Improvement Fund #33

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

River Park Bond Retirement Fund #21

Total Cash Accounts*	151,754.35	
Fund Cash & Investments Total		<u><u>\$151,754.35</u></u>

Transportation Fund #40

Total Cash Accounts*	273,223.99	
Fund Cash & Investments Total		<u><u>\$273,223.99</u></u>

Capital Project Bonds Fund #22

Total Cash Accounts*	427,648.19	
Reserve Fund Account	642,814.02	
Fund Cash & Investments Total		<u><u>\$1,070,462.21</u></u>

TIF Development Fund #91

Total Cash Accounts*	138,241.07	
Fund Cash & Investments Total		<u><u>\$138,241.07</u></u>

Brush Creek NID Fund #23

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

Parkville Market Place Fund #92

Total Cash Account	9,402.61	
Fund Cash & Investments Total		<u><u>\$9,402.61</u></u>

Brink Meyer Road NID Fund #24

Total Cash Accounts*	20.99	
Construction Fund		
Fund Cash & Investments Total		<u><u>\$20.99</u></u>

Capital Projects Fund #95

Total Cash Accounts*	15,871.03	
Fund Cash & Investments Total		<u><u>\$15,871.03</u></u>

Sewer Service Fund #30

Total Cash Accounts*	1,033,718.05	
Fund Cash & Investments Total		<u><u>\$1,033,718.05</u></u>

Major Projects in Progress Fund #96

Total Cash Accounts*	110,660.97	
Fund Cash & Investments Total		<u><u>\$110,660.97</u></u>

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

CITY OF PARKVILLE

Policy Report

Date: August 12, 2014

Prepared By:
Matthew Chapman
Finance/HR Director

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Authorize staff to engage Northland Alternative Service Program (NASP) for court-appointed community service volunteers.

BACKGROUND:

NASP was established to provide the circuit and municipal courts of Platte, Clay, Jackson and Cass counties an alternative to jail time for first-time offenders of non-violent crimes. Those sentenced to community service are required to perform a specified number of hours without pay at a non-profit, charitable, governmental or community agency. The Platte County Circuit Court identifies non-violent offenders for eligibility for community service; therefore, additional background checks and/or other screenings will not be performed at the city level. Each volunteer will be required to complete an application (for proper records) and a service agreement with a general liability waiver. The City waives the right to release any volunteer who does not perform according to the minimum standards outlined in the agreement. The City intends to initially use volunteers to supplement the parks crew for basic landscaping maintenance work in the parks. If the program is successful and there is adequate demand for service positions, the program may be expanded to other service areas, such as the nature sanctuaries.

BUDGET IMPACT:

There is no cost associated with participation in the program. NASP is a non-profit organization. Volunteers are required to track their own hours and properly report to NASP and the court, so there is little administrative burden for staff.

ALTERNATIVES:

1. Approve the use of NASP for court-appointed community service volunteers.
2. Do not approve the program.
3. Postpone this item.

STAFF RECOMMENDATION:

Approve the use of NASP for court-appointed community service volunteers.

SUGGESTED MOTION:

I move to approve the use of NASP for court-appointed community service volunteers.

POLICY:

The Board of Aldermen has authority for all hiring and firing. Although court-appointed community service volunteers are not employees, staff asks for concurrence from the Board to participate in this program since volunteers will work alongside city employees and perform functions otherwise performed by staff.

ATTACHMENTS:

1. Court-Ordered Community Service Agreement
2. Volunteer Application



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

City of Parkville Court Appointed Community Service Application

Name: _____ Phone: _____

Street address: _____ State: _____ Zip: _____

Alternative phone: _____ E-mail: _____

Emergency contact name: _____

Emergency contact phone number(s): _____

Current driver's license number: _____

Provide addresses of residences over the past 5 years: _____

Have you been convicted of a criminal offense more serious than a misdemeanor?

yes no

If yes, please explain: _____

Has your driver's license ever been revoked? yes no

Do you use illegal drugs? yes no

How can you help? (relevant skills and experience): _____



Court Ordered Community Service Agreement

Acceptance Criteria:

Probationers applying to participate in a community service program must meet established criteria. Applicants will automatically be denied if the following criteria apply:

1. The offense is more serious than a misdemeanor
2. The offense involved children in any way
3. The offense was a crime involving violence
4. The offense was a crime involving theft
5. Unacceptable results from a criminal background investigation

Application Considerations:

In addition to providing identifying, personal contact, emergency contact and court related information, please review the following statements and sign acknowledging your agreement.

- I understand that, as a court-ordered community service probationer, I will be assigned to perform duties to benefit the City of Parkville and its operations, which may include but are not limited to the following: general mowing, weed-eating, weed-pulling and trimming maintenance of City parks, designated buildings and rights-of-way; removal of trash and debris from City parks and parking lots; painting; mulching and other similar maintenance.
- I also understand that my work will be reviewed and, at any time, the City of Parkville may terminate my services.
- As a court ordered community service probationer with City of Parkville, I agree to the following guidelines:
 - To accept the guidance and decision of the staff;
 - To recognize the function of the paid staff and stay within the bounds of a community service worker's responsibilities;
 - To advise my supervisor of my whereabouts at all times, including when I take breaks or if I need to leave the City of Parkville premises;
 - To inform my supervisor as soon as possible if I am unable to keep my schedule;
 - To notify my supervisor if I do not intend to complete my hours with the City of Parkville;
 - To dress appropriately;
 - To act courteously to patrons and employees; and
 - To maintain dignity and integrity with the public.
- I release the City of Parkville and any and all officials, employees, or agents thereof from all liability for any injury incurred during my placement and assignment of Community Service, regardless of the nature of the injury.
- To the extent allowed by law, I agree to indemnify and hold harmless the City of Parkville and any and all officials, employees, or agents thereof from any damage, injury or claim of any kind whatsoever caused by or caused to me while performing community service at the

City of Parkville.

- Community Service Volunteers will not be allowed to drive City vehicles or operate City heavy machinery.

Community Service Volunteer:

Name

Signature

Date

City of Parkville Representative:

Name

Signature

Date

CITY OF PARKVILLE

Policy Report

Date: August 12, 2014

Prepared By:
Kirk Rome P.E.
Public Works Director

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve a Sand Volleyball Court Use Agreement with the YMCA granting exclusive use of the three existing sand volleyball courts in English Landing Park for League play. The program will take place Sunday evenings in September and October, beginning September 7, 2014 and ending November 1, 2014.

BACKGROUND:

Last year the YMCA approached the City about organizing league play on the three sand volleyball courts in English Landing Park. Last year the public interest was not great enough to support league play and the leagues were not formed. The YMCA once again wants to try and form a recreational sand volleyball league.

Parks staff work split shifts on weekend days and will need to ensure as part of their routine duties that the courts are prepared for play, including removal of trash and raking out large sand divots. The YMCA will be responsible for removal of any trash at the conclusion of each evenings use and maintenance during use.

BUDGET IMPACT:

This agreement will have a minimal impact on the budget. Any increased revenues will likely be offset by minor increases in staff time necessary for the preparation of the courts. Parkville Municipal Code Section 140.350 sets Sand Volleyball Court usage at \$20.00/ hour per court; however, this agreement is based on the City receiving \$30.00 per registered team. Similar negotiated use agreements with reduced permit fees have been approved in the past as a way to encourage additional people to visit downtown Parkville.

ALTERNATIVES:

1. Approve the Sand Volleyball Court Use Agreement with the YMCA.
2. Do not approve the Volleyball Court Use Agreement with the YMCA.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends a partnership with the Platte County Community Center South YMCA for exclusive use of the three existing sand volleyball courts in English Landing Park to organize and hold volleyball leagues on Sunday evenings beginning September 7, 2014 through November 1, 2014. The City Attorney has approved the Sand Volleyball Court Use Agreement as to form.

COMMUNITY LAND AND RECREATION BOARD RECOMMENDATION:

The Community Land and Recreation Board considered the application at their August 13, 2014, meeting and recommended approval of the use agreement with the YMCA unanimously by a vote of 8 to 0.

Item 4D
For 8-19-14
Board of Aldermen Meeting

POLICY: The Sand Volleyball Court Use Agreement recommends a fee structure that deviates from the fees set by ordinance. Board approval is requested to approve the negotiated fee amount.

SUGGESTED MOTION:

I move to approve the Sand Volleyball Court Use Agreement with the Platte County Community Center South YMCA for exclusive use of volleyball courts in English Landing Park on Sunday nights September 7 through November 1, 2014.

ATTACHMENT:

1. YMCA flyer
2. Sand Volleyball Court Use Agreement



Platte County Community Centers
BETTER TOGETHER

ADULT CO-ED SAND VOLLEYBALL

AGES: 17 and older (6 person teams, 3 male/3 female)

REGISTRATION DEADLINE: September 3rd, 2014. **\$180 per team**

**BE SURE TO SIGN UP SOON.
THERE IS LIMITED SPACE AVAILABLE!**

LOCATION: English Landing Park (8701 Clark Ave, Parkville, MO 64152)

GAMES: Begin September 7th, games played on Sunday evenings.

7 total games, Sept 7th – Oct 12th.

CONTACT: Sports Director Derrick Wilde, 816.505.2622,
DerrickWilde@KansasCityYMCA.org

Assistant Sports Director Michael Ginestra, 816.858.0114
MichaelGinestra@KansasCityYMCA.org



SAND VOLLEYBALL COURT USE AGREEMENT

This Use Agreement hereinafter called "this agreement", is made and entered into this 19th day of August 2014 by and between the City of Parkville, Missouri, a municipality of the fourth class, hereinafter called "the City," Parkville YMCA, a Missouri not-for-profit corporation, hereinafter called "the YMCA."

WHEREAS, the City is the owner of certain real property located in the City of Parkville, Missouri, in English Landing Park, which is more particularly described as three sand volleyball courts hereinafter called the "Premise".

WHEREAS, the YMCA wishes to use a portion of the City's parks for conducting a sand volleyball league.

WHEREAS, this agreement allows involvement of Parkville adults and youth who participate in the league.

WHEREAS, CITY wishes to grant the use of said courts for the recreational enjoyment of the YMCA and its participants.

NOW THEREFORE, The City agrees to allow the YMCA to use the Premise, as follows:

1. **Term.** The term of this Agreement shall be for a period beginning on the date of the signing of this Agreement and running until November 1, 2014.
2. **Premises.** The Premises governed by this Agreement shall include all improvements and fixtures thereon, which shall remain the property of the City at the termination of this Agreement.
3. **Grant of Use** the YMCA shall be scheduled for exclusive use of the Premise in English Landing Park for Parkville adults and youth who participate in the sand volleyball league sports program on Sundays from 4:00 p.m. until 8:00 p.m. during the period from September 7th, 2014 to October 12th, 2014 throughout the term of this Agreement. The City will not grant use of the Premise to other users during this period.
4. **User Fee.** The Cost per team is One hundred Eighty Dollars (\$180.00) payable to the YMCA. The City will receive thirty dollars (\$30.00) per registered team. The consideration to the City for entering into this Agreement is the benefits derived by the citizens of the City, from the programs provided by the YMCA and the ongoing maintenance of the Premise. The YMCA agrees to provide sports programs for Parkville adults and youth who participate in the sand volleyball league through the term of this Agreement.
5. **Insurance.** The YMCA shall procure and keep in force, at the YMCA's expense, as long as this Agreement shall remain in effect, Commercial General Liability Insurance in a responsible company, authorized to do business in the State of Missouri, with respect to the Premises with coverage in a minimum amount of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate. The YMCA will provide a copy of the certificate of liability insurance to the City. The YMCA shall notify the City if such insurance is threatened to be cancelled or expired. The YMCA shall secure the endorsement in the name of the City as an additional insured, on such liability insurance policy, without additional expense to the City.

6. **Indemnification.** The YMCA will indemnify the City and save the City harmless from and against any and all claims, actions, damages, liabilities and expenses in connection with the loss of life, personal injury, theft, vandalism or damages to property arising out of or from the use of the Premises by the YMCA, provided, however, the YMCA will not be liable to the City on any claim, to the extent it is caused by the negligence of the City, or its agents or employees. Failure of the YMCA to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation, including but not limited to, the indemnification obligation.

7. **Maintenance and Repairs.** During its use of the Premises, the City shall be responsible for maintenance of the Premises, including net repairs, sand screen repairs, and trash pick and court preparation prior to initial use each week. The YMCA shall be responsible for the removal and picking up of trash after each use and any court preparation, including raking, during use.

8. **Compliance with Law.** The YMCA must comply with all applicable local, state, and federal laws with regard to programming and operations including; city ordinances related to non-profit special permitting; and nuisances; food service regulations (concessions); and State of Missouri and Internal Revenue Service regulations related to status as a non-profit organization. Failure to comply with applicable laws is considered a breach of this agreement.

9. **Successors and Assigns.** This agreement shall extend to and be binding upon the successors and Assigns of the parties hereto.

10. **Termination for Cause.** If either party fails to fulfill the terms of this Agreement, the other party may provide sixty (60) days written notice to the offending party that outlines the specific issues of default. If the default is not cured within sixty (60) days, the Agreement will terminate.

11. **Termination for Convenience.** Either party may at any time and for any reason terminate the agreement upon one month (1) month written notice to the other party.

12. **Notice.** Written notice regarding this agreement shall be effective upon receipt via hand delivery; three working days after deposit in the U.S. Mail or by confirmed delivery by national overnight delivery service to the following addresses:

To City: City of Parkville
 Attn: Public Works Director
 8880 Clark Avenue
 Parkville, MO 64152

To YMCA: YMCA
 Attn: Sports Director
 8875 Clark Avenue
 Parkville, MO 64152

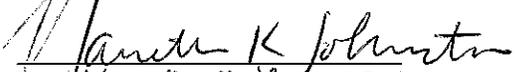
13. **Entire Agreement** This document constitutes the entire agreement between the YMCA and the City. This Agreement cannot be modified except in writing and must be signed by all parties. Neither YMCA nor City has made any promises or representations, other than those set forth in this Agreement and those implied by law.

In witness whereof of the parties have set their hands this 19th day of August, 2014.

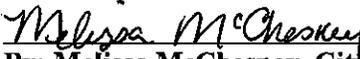
YMCA


By: **Derrick Wilde, Sports Director**

The City of Parkville, Missouri


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

ATTEST:


By: **Melissa McChesney, City Clerk**



CITY OF PARKVILLE

Policy Report

Date: Wednesday, August 13, 2014

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

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Application for two wall and one monument sign permit for the Marshall Dental, located at 6112 9 Highway. Application Nos. SPA14-12 through 14. Whitney Graves, Metal Works Co on behalf of Dr. Craig Marshall.

BACKGROUND:

Marshall Dental is the primary occupant of the new Marshall building at 6112 9 Highway and is requesting a monument sign for the building and two wall signs on the building tower for Marshall Dental (one facing south and the other east). The property is zoned B-4 Planned Business District which requires board approval prior to installation. There are no standards for the B-4 district. However, staff has reviewed the signs against the regulations for the "B-1" and "B-2" commercial districts as a benchmark (Parkville Municipal Code Section 463.130). The B-1 and B-2 districts would permit one free standing (monument) sign per separately leased or owned freestanding building, not within a shopping center over five (5) acres. The sign is limited to 50 square feet of sign area, a maximum height of 8 feet, a maximum width of 12 feet and must be located at least 5 feet back from the public right-of-way (front property line). The proposed monument sign meets all these regulations with a sign area of 47.8 square feet, a 7.8 foot height and 9.75 foot width and at least a 5 foot setback from the right-of-way.

It should be noted that due to the location of lighting and landscaping at the southeast corner of the building the sign may be required to be partially or fully located on the property to the south owned by Platte County. Any approval should be subject to final authorization by the County. To that extent, minor changes to the monuments sign and proposed location could be necessary following approval.



The B-1 and B-2 district regulations permit the combined area of all wall signs to cover a maximum of 10% of the area of wall to which they are fastened. The proposed wall signs meet this requirement covering approximately 9.8% of the south and east facades.

Additional considerations include material, illumination and sight lines. Generally signs are desired to be made of durable materials that match or are complimentary to the building materials. The monument sign as proposed is with a brick base, metal cabinet and Plexiglas and vinyl sign board. The wall signs are proposed to be channel letters on a raceway. The proposed brick monument matches the brick on the building and the cabinet and wall sign materials are consistent with other materials previously approved for use in the 9 Highway Corridor, including the nearby Parkville Commons.

The signboard is to be backlit with LED lights. The vinyl is a reverse cutout with only the letters illuminated. The wall signs are to be backlit as well. No hours of illumination are indicated, but for consistency with prior approvals and Board policy, staff recommends permitting illumination between the hours of 5:00 am and midnight. Staff also recommends installing a timer or other automatic shut off to ensure these hours.

The City has not adopted clear sightline criteria for commercial driveways. Instead the sight distance at the driveway has been evaluated by applying the requirements adopted for street intersections - a minimum clear sight distance for seventy-five (75) feet at the roadway centerline with no obstruction to sight within the triangle formed by these points. The sign will be located well outside this sight triangle. Sight distance requirements for driveways are typically less than for intersections, it can be concluded that more than adequate sight distance exists.

BUDGET IMPACT:

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

ALTERNATIVES:

1. Approve the signs, subject to staff recommended conditions.
2. Approve the signs with other specified conditions.
3. Postpone the application for further consideration.

STAFF RECOMMENDATION:

Staff concludes that the signs meet all applicable criteria, use materials that match or compliment the building materials and are consistent with other signs approved in the area. Staff recommends approving the signs as proposed, subject to maximum hours of illumination between 5:00 am and midnight, installation of a timer or other automatic shutoff, authorization from Platte County to place any portion of the sign on their property and administrative authority for the Community Development Director to approve minor modifications and field changes if necessary.

POLICY:

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

SUGGESTED MOTION:

I move to approve the sign permits for Marshall Dental subject to staff recommended conditions, and to grant administrative authority for the Community Development Director to approve minor modifications and field changes if necessary.

ATTACHMENTS:

1. Sign permit applications SPA14-12 through 14 and associated attachments
2. Parkville Municipal Code Section 463.130 (by reference)

913.321.1961



41.5"



15' / 180"

MARSHALL DENTAL

NOTES:

- 18.5" Channel Letters / white acrylic face / - LED interior lit
- Common trimcap and sidewalls
- Wireway mounted and painted to match brick facade
- 41.5" tall Logo (dual illumination / LEDs) with traditional vinyl faces

Building (tower only) = 528 Sq Ft
 Sign = 52 Sq Ft (10% of tower facade)



15'

528 Sq Ft

RER

METAL WORKS

METAL WORKS
 1105 Kansas Avenue
 Kansas City, KS 66105
 Phone: 913-321-1961
 Toll Free: 800-489-6999
 Fax: 913-321-1901

This Design Is The Property Of Metal Works
 And Cannot Be Used In Whole
 Or In Part Without Written Consent Or
 Until Purchased By Customer

CUSTOMER:

Dr. Craig Marshall
 (816) 217-6895

opm071498Wearthlink.net

Customer Signature:

DWG NO:

Proof#10 Dual Illuminate

SCALE:

:

DRAWING BY:

ACH - Alex

DATE:

08/08/2014

SALES PERSON:

-

REVISIONS:

-

NOTES:

-

METAL WORKS

EAST Facing



Date Submitted: 8/13/14
Application #: SP14-14
Date Approved:
Permit #: SP14-14

Power(2x)

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

Application for Sign Permit

1. Property Information

Name of business/entity for which the sign is requested: DR. CRAIG MARSHALL DDS

Property Address and/or general location: 6112 N. State Route 9
Parkville, MO 64152

Zoning District: B-4 Current Use: office

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

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

2. Contact Information

Applicant(s):
Name: Metal Works KC
Address: PO BOX 3337
SHAWNEE, KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Property owner(s), if other than applicant:
Name: DR. CRAIG MARSHALL
Address: 6112 N. State Route 9
Parkville, MO 64152
Phone: (816) 217-6895
Fax number:
Email: opm071498@earthlink.net

Company designing the sign:
Name: Metalworks KC
Address: PO BOX 3337
SHAWNEE KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Company installing the sign:
Name: Metalworks KC
Address: PO BOX 3337
SHAWNEE, KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Contact(s) for correspondence: Applicant owner designer installer other

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that no sign shall hereafter be erected, re-erected, constructed, altered or maintained except in conformance with the Parkville City Code. We acknowledge that the design, materials, and methods of construction of signs, shall comply with the applicable sections of the International Building Code and Electrical Code as adopted by the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for the retraction of this permit. We acknowledge that this permit is invalid if work is not completed within 180 days from the date of issuance, unless otherwise approved by the Community Development Director.

Applicant's Signature (Required) [Signature]

Date: 8/8/2014

Property Owner's Signature (Required) SAME

Date:

EAST Facing

Application #: SPA14-14

3. Sign Information

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

façade (2x)

Proposed location: East Facing / South East corner of building

Sign face dimensions/area: Height 41.5" Width 180" Projection Area: 52 sq ft

Sign face material: Aluminum cans w/ plexiglas face

Sign structure dimen./area: Height 41.5" Width 180" Projection Area: 52 sq ft

Sign structure material: .040 Aluminum sidewall, plexiglas faces & clear backs, vinyl (on logo only)

Text height: 52 sq ft

If attached to or painted on a building: area of façade to which the sign is attached: 52 sq ft

And percent of façade covered by sign: ~ 9.8%

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

And percent of surface covered by sign: NA

If attached to or painted on a building, the sign height above grade: Top Bottom

Is the sign proposed to be lit? Yes No If yes, how? LEDs / Dual illumination

If yes, business hours and hours of illumination? 5:00 am to midnight max

4. Checklist of required submittals

- Completed application.
 A drawn elevation or photo of the building showing the proposed sign face and sign structure, with dimensions, text and graphics, lettering heights, colors, materials, and method of attachment and/or construction.
 Authorization signature of the applicant and property owner.
 If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

NA

For City Use Only

Application accepted as complete by: Sean Ackerson 8/14/14
Name / Title Date

Action Taken: Approved Approved with Conditions Denied
Date of Action: Name / Title:
Signature:
Special conditions if any:

Permit Fee:
Payment: Check # M.O. Cash Amt.

South Facing



Date Submitted: 8/13/14
Application #: SPA14-13
Date Approved:
Permit #: SPA14-13

Power (2x)

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

Application for Sign Permit

1. Property Information

Name of business/entity for which the sign is requested: DR. CRAIG MARSHALL DDS
Property Address and/or general location: 6112 N. State Route 9
Parkville, MO 64152

Zoning District: B-4 Current Use: OFFICE

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

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

2. Contact Information

Applicant(s):
Name: Metal Works KC
Address: PO BOX 3337
SHAWNEE, KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Property owner(s), if other than applicant:
Name: DR CRAIG MARSHALL
Address: 6112 N. State Route 9
Parkville, MO 64152
Phone: (816) 217-6895
Fax number:
Email: opm071498@earthlink.net

Company designing the sign:
Name: Metalworks KC
Address: PO BOX 3337
SHAWNEE KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Company installing the sign:
Name: Metalworks KC
Address: PO BOX 3337
SHAWNEE, KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Contact(s) for correspondence: Applicant owner designer installer other

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that no sign shall hereafter be erected, re-erected, constructed, altered or maintained except in conformance with the Parkville City Code. We acknowledge that the design, materials, and methods of construction of signs, shall comply with the applicable sections of the International Building Code and Electrical Code as adopted by the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for the retraction of this permit. We acknowledge that this permit is invalid if work is not completed within 180 days from the date of issuance, unless otherwise approved by the Community Development Director.

Applicant's Signature (Required) *[Signature]* Date: 8/8/2014
Property Owner's Signature (Required) SAME. Date: _____

South Facing

Application #: SPAH-13

3. Sign Information

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

Proposed location: South Facing / South East corner "clock tower"

Sign face dimensions/area: Height 46.5" Width 100" Projection Area: 52.0

Sign face material: Aluminum cans w/ Plexiglas face

Sign structure dimen./area: Height 46.5" Width 100" Projection Area: 52.0

Sign structure material: 1040 aluminum sidewalls, plexiglas faces & clear backs,

Text height: NA vinyl on top only

If attached to or painted on a building: area of facade to which the sign is attached: 52.0

And percent of facade covered by sign: 29.8%

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

And percent of surface covered by sign: NA

If attached to or painted on a building, the sign height above grade: Top Bottom

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

If yes, business hours and hours of illumination? 5am to midnight max.

4. Checklist of required submittals

- Completed application.
 A drawn elevation or photo of the building showing the proposed sign face and sign structure, with dimensions, text and graphics, lettering heights, colors, materials, and method of attachment and/or construction.
 Authorization signature of the applicant and property owner.
 If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

NA

For City Use Only

Application accepted as complete by: Sean Ackerson Date 8/4/14

Action Taken: Approved Approved with Conditions Denied

Date of Action: Name / Title:

Signature:

Special conditions if any:

Permit Fee:

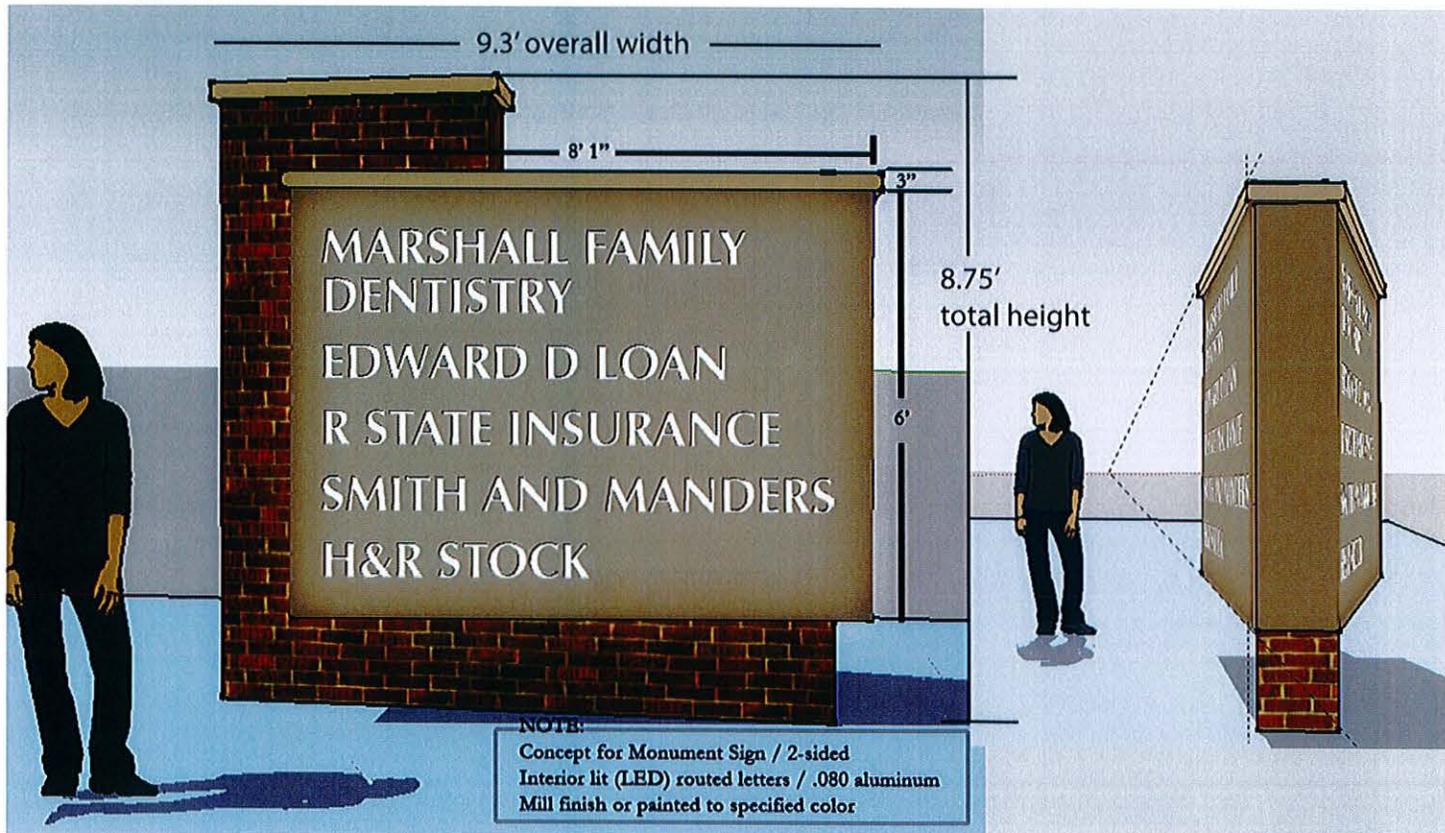
Payment: Check # M.O. Cash Amt.

913.321.1961



NOTES:

- 1) Monument sign - sizes listed / Two sided face(s) / aluminum routed / 8.1' x 6' (wide)



NOTE:
 Concept for Monument Sign / 2-sided
 Interior lit (LED) routed letters / .080 aluminum
 Mill finish or painted to specified color



METAL WORKS

METAL WORKS
 1105 Kansas Avenue
 Kansas City, KS 66105
 Phone: 913-321-1961
 Toll Free: 800-489-6999
 Fax: 913-321-1901

This Design Is The Property Of Metal Works
 And Cannot Be Used In Whole
 Or In Part Without Written Consent Or
 Until Purchased By Customer

CUSTOMER:
 Dr. Craig Marshall
 (816) 217-6895
 opm071498Wearthlink.net

Customer Signature:

DWG NO:
 Proof#4: Monument

SCALE:
 :

DRAWING BY:
 ACH - Alex

DATE:
 02/10/2014

SALES PERSON:
 -

REVISIONS:
 -

NOTES:
 - METAL WORKS

monument



Date Submitted: 8/13/14
Application #: SP14-10
Date Approved:
Permit #: SP14-10

Power (2x)

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Application for Sign Permit

1. Property Information

Name of business/entity for which the sign is requested: DR. CRAIG MARSHALL DDS
Property Address and/or general location: 6112 N. State Route 9
Parkville, MO 64152

Zoning District: B-4 Current Use: OFFICES

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

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

2. Contact Information

Applicant(s):
Name: Metal Works KC
Address: PO BOX 3337
SHAWNEE, KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Property owner(s), if other than applicant:
Name: DR. CRAIG MARSHALL
Address: 6112 N. State Route 9
Parkville, MO 64152
Phone: (816) 217-6895
Fax number:
Email: oqm071498@earthlink.net

Company designing the sign:
Name: Metalworks KC
Address: PO BOX 3337
SHAWNEE, KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

Company installing the sign:
Name: Metalworks KC
Address: PO BOX 3337
SHAWNEE, KS 66203
Phone: (913) 321-1961
Fax number:
Email: metalworkskc@gmail.com

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

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that no sign shall hereafter be erected, re-erected, constructed, altered or maintained except in conformance with the Parkville City Code. We acknowledge that the design, materials, and methods of construction of signs, shall comply with the applicable sections of the International Building Code and Electrical Code as adopted by the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for the retraction of this permit. We acknowledge that this permit is invalid if work is not completed within 180 days from the date of issuance, unless otherwise approved by the Community Development Director.

Applicant's Signature (Required) [Signature] Date: 8/8/2014
Property Owner's Signature (Required) SAME Date:

Application #: SPA14-12

Monument

3. Sign Information

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

Proposed location: SW corner of property

Sign face dimensions/area: Height 5' 1 1/16" Width 8' 1/16" Projection NA Area: 47.8

Sign face material: Aluminum, plexiglas + vinyl

Sign structure dimen./area: Height 7' 9 5/16" Width 8' 10 7/16" Projection NA Area: NA

Sign structure material: Brick and masonry

Text height: NA

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

And percent of façade covered by sign: NA

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

And percent of surface covered by sign: NA

If attached to or painted on a building, the sign height above grade: Top NA Bottom NA

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

If yes, business hours and hours of illumination? 5:00 am to midnight only.

4. Checklist of required submittals

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

For City Use Only

Application accepted as complete by: Sean Ackerson Date: 8/14/14
Name / Title Date

Action Taken: Approved Approved with Conditions Denied
Date of Action: _____ Name / Title: _____
Signature: _____
Special conditions if any: _____

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

CITY OF PARKVILLE

Policy Report

Date: Wednesday, August 13, 2014

Prepared By:

Sean Ackerson
Community Development Director /
Assistant City Administrator

Reviewed By:

Lauren Palmer
City Administrator

ISSUE:

Approve a resolution adopting the revised Vision Downtown Parkville (formerly referred to as the Parkville Downtown Master Plan).

BACKGROUND:

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

Following the December meetings, City staff compiled a list of questions and concerns expressed by the Board, Planning Commission, staff and others involved in the project. These issues generally fell into two categories:

- issues / concerns where consensus existed and which could be resolved with amendments;
- issues / concerns where there was no consensus or clear direction.

Following further discussion at the February 18, 2014 Board of Aldermen meeting, staff was directed to make revisions to address the issues with apparent consensus (see summary below), revise the document title to "vision" and to prepare to review and evaluate the plan annually. Additional recommendation was made to leave the train noise language as previously recommended by the Planning Commission in December and to include language that could support multi-family homes on the west side of East Street as a transition to the single-family neighborhoods. Some members of the Board expressed concern that there was not enough input from residents, developers and others outside downtown. The Board discussed the alternative of garnering additional input prior to adoption, but there was not consensus to proceed in that direction.

As follow-up, staff discussed changes with the Planning and Zoning Commission, discussed proposed revisions with the project consultants and prepared revisions as directed. Staff also drafted additional revisions to update the acknowledgments in the document and to remove the appendices, and instead reference them as separate technical assessments, reports and studies prepared.

See the attached report to the Planning Commission for a summary of issues and proposed changes.

BUDGET IMPACT:

Once adopted, Statutes require the document to be recorded with the Platte County Recorder of Deeds office. Recording fees are estimated at approximately \$300. All budgeted project funds have been expended and the cost for recording will have to be absorbed within existing budgets. Staff projects adequate funds will exist within the Community Development Department budget.

ALTERNATIVES:

1. Adopt the revised Vision Downtown Parkville as adopted by the Planning and Zoning Commission and recommended by staff.
2. Adopt the same with additional revisions.
3. Accept the Planning and Zoning Commission's recommendation and do not adopt Vision Downtown Parkville.
4. Postpone consideration for further consideration.
5. Provide alternative direction.

PLANNING COMMISSION RECOMMENDATION:

At their August 12, 2014 meeting, the Planning and Zoning Commission unanimously adopted the revised Vision Downtown Parkville as proposed by a vote of 6 to 0.

STAFF RECOMMENDATION:

Staff recommends adoption as proposed.

POLICY:

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

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

SUGGESTED MOTIONS:

I move to approve Resolution No. 08-02-14 adopting the revised Vision Downtown Parkville, as adopted by the Planning and Zoning Commission and recommended by staff.

ATTACHMENT:

1. Resolution No. 08-02-14
2. The Staff report submitted to the Planning and Zoning Commission for their August 12, 2014 meeting.
3. The Acknowledgements, Appendix, Table of Contents, and pages 9-12, 21, 24, 33-35, 45, 49, 55-58, 66 and 68, from the prior draft showing revisions adopted by the Planning and Zoning Commission. - too large to post online, but available upon request
4. Prior Draft of the plan (included by reference). Available online at <http://parkvillemo.gov/downtown-master-plan/>



CITY OF PARKVILLE, MO
RESOLUTION No. 08-02-14

A RESOLUTION ADOPTING VISION DOWNTOWN PARKVILLE

WHEREAS, downtown Parkville is a cherished asset and the community has an interest in the success of the downtown area; and

WHEREAS, due to its importance to the community the City commissioned a Parkville downtown master plan through a Planning Sustainable Places grant; and

WHEREAS, the City hired a project consultant team to gather input from community members and stakeholders to help define a vision for downtown Parkville; and

WHEREAS, during the summer and fall of 2013, the project consultant team worked with community members and stakeholders to develop the draft plan; and

WHEREAS, on December 10, 2013, the Planning & Zoning Commission accepted the draft plan with minor amendments and on December 17, 2013 the Board of Aldermen acknowledged receipt of the draft plan; and

WHEREAS, on February 18, 2014 the Board of Aldermen directed staff and the Planning and Zoning Commission to revise the plan to address specific issues; and

WHEREAS, following further revision, the plan was renamed Vision Downtown Parkville and following a public hearing the Planning & Zoning Commission adopted the vision on August 12, 2014 buy a vote of 6 to 0, a majority vote of the full membership, a copy of the same has been certified to the Board of Aldermen and City Clerk.

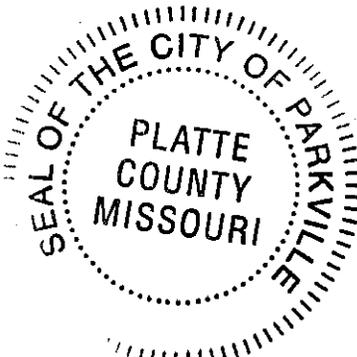
NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN FOR THE CITY OF PARKVILLE AS FOLLOWS:

Section 1. The Board of Aldermen hereby adopts Vision Downtown Parkville, attached hereto and incorporated therein by reference as Exhibit A.

Section 2. The Board of Aldermen hereby directs the City Clerk to have a copy recorded in the Platte County Recorder of Deeds office and to maintain a copy of the same in the City Clerk's office for public inspection during normal office hours.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 19th day of August 2014.

Mayor Nanette K. Johnston



ATTEST:

City Clerk Melissa McChesney

Staff Analysis

Agenda Item: **4.A**

Application: Adoption of a revised *Vision Downtown Parkville* (formerly the Parkville Downtown Master Plan)

Exhibits: A. This staff report
 B. The Acknowledgements, Appendix, Table of Contents, and pages 9-12, 21, 24, 33-35, 45, 49, 55-58, 66 and 68, from the prior draft showing proposed revisions.
 C. Prior Draft of the Downtown Master Plan including all appendices – included by reference. Available online at <http://parkvillemo.gov/downtown-master-plan/>

Overview

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

Following the December meetings, City staff compiled a list of questions and concerns expressed by the Board, Planning Commission, staff and others involved in the project. These issues generally fall into two categories:

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

Following further discussion at the February 18, 2014 Board of Aldermen meeting, staff was directed to make revisions to address the issues with apparent consensus (see summary below), revise the document title to “vision” and to prepare to review and evaluate the plan annually. Additional recommendation was made to leave the train noise language as previously recommended by the Planning Commission in December and to include language that could support multi-family on the west side of East Street as a transition to the single-family neighborhoods. Some members of the Board expressed concern that there was not enough input from residents, developer and others outside downtown. The Board discussed the alternative of garnering additional input prior to adoption, but there was not consensus to proceed in that direction.

Staff has also recommended additional revisions to update the acknowledgments in the document and accept the technical assessments, reports and studies prepared during the plan separately instead of incorporating them in to the document as appendices.

Following is a summary of the resulting changes recommended to the plan draft, hereafter to be referred to as *Vision Downtown Parkville*.

Recommended Changes

1. **Document title** – The current draft is titled “Parkville Downtown Master Plan.” After consideration, the Board of Aldermen gave direction to rename the document as a “vision” to help clarify the intent. Staff recommends renaming the document “*Vision Downtown Parkville*” to help communicate the long range nature of the plan, and changing “Parkville Downtown Master Plan,” “Master Plan” and “PDMP” to “Vision Downtown Parkville” or “the Vision” throughout the document and any separate technical assessments, reports or studies referencing the document.
2. **Acknowledgements** – Since acceptance of the plan at the end of 2013, some of the elected and appointed officials have changed. To reflect the changes, the following revisions to the Acknowledgement page are recommended:
 - Update Parkville Board of Aldermen to show current mayor and board. Acknowledge Jim Brooks, Chris Fisher and Jackie Snyder as former members and contributors.
 - Update Parkville Planning & Zoning Commission to include Doug Krtek
3. **Appendices** – The draft document includes six appendices containing technical assessments, reports and separate studies prepared during or prior to the plan development. Other similar documents prepared prior to the plan are referenced, but not included as appendices. For consistency and to greatly reduce the size of the document for recording and reproduction, staff recommends amending the draft to remove the appendices as follows:
 - Table of Contents - Delete the Appendices page and references to all figures in Appendix B under List of Key Figures.
 - Page 9 - 1.4 Content – Eliminate the first full paragraph. Start with the “The Vision includes the following content:”
 - Pages 9 & 10 – Appendix A through F – Delete “Appendix” and the letter reference for each and move to page 8, prior to the section titled “Parkville Downtown Master Plan.” Add a title and text as follows:

Assessments and Technical Studies
In preparation for the Vision Downtown Parkville, several technical assessments, reports and studies were completed including a history of downtown, an assessment of existing conditions and an economic and market analysis. Separately, the ability to create a historic district and potential design guidelines were assessed. Following is a summary of these separately accepted technical reports.

 - ***Downtown Parkville History*** - *This assessment offers a brief history of Downtown Parkville and how it has evolved into its present-day use.*
 - ***Existing Conditions Inventory and Analysis*** - *The existing conditions technical report presents a brief summary of the various existing condition elements that make Downtown Parkville what it is today.*

- **Economic and Market Analysis, Downtown Parkville, Missouri** - This technical report includes a full economic and market analysis for downtown and presents economic opportunities and constraints for future commercial and residential growth.
 - **Downtown Historic District Report** - This technical report summarizes the process of establishing a historic district in Downtown Parkville and the pros and cons of a national historic district versus a local historic district.
 - **A Preliminary Commercial Rehabilitation Design Guideline for Downtown** - This technical report presents a preliminary set of design guidelines to be considered in the rehabilitation of commercial properties within Downtown.
- Page 10, last paragraph before Section 1.5 – Delete existing paragraph and replace with the following: *The Vision and Chapters above rely heavily on the many plans, assessments and technical studies adopted or accepted separately. These documents are summarized in Section 1.1. In addition, public input was considered along with technical expertise throughout the development of the Vision to help guide decision making and identify preferences and priorities. Separate of this report the City maintains, The Downtown Community Engagement Process, a summary of input that was obtained throughout the plan development.*
 - Page 11 - Word Clouds – Delete “as described in Appendix C,” in the first paragraph.
 - Page 12 – Revise Section 2.1 as follows: *The following chapter is a summary of major findings and conclusions from the Economic and Market Analysis, Downtown Parkville, Missouri completed by Canyon Research Southwest, Inc. in November 2013. Summary of Major Findings of the Economic and Market Analysis for Downtown Parkville. It provides important summaries for: economic and demographic indicators; analysis of the competitive markets for retail, office, hotel and housing; recommendations for Downtown growth. It is important to understand that the forecast demands for potential growth indicate potential and do not impel or require the Community to capitalize on those potential markets if it does not align with community wants, needs, and desires. A copy of the complete technical report with detailed background, factors, analysis, projections and diagrams is on file in the office of the Parkville City Clerk. The complete report with detailed background, factors, analysis, projections and diagrams can be found in Appendix D – Economic and Market Analysis – Downtown Parkville, MO.*
 - Page 45 – First bullet at the top of the page – Replace as follows. *A more detailed review of design guideline strategies is included in the technical report, A Preliminary Commercial Rehabilitation Design Guideline for Downtown, kept on file in the office of the Parkville City Clerk. A more detailed discussion of design guideline strategies is included in Appendix F, A Preliminary Commercial Rehabilitation Design Guideline.*
 - Page 49 – Last bullet under Section 5 – Replace as follows. *A more detailed evaluation of historic district strategies is included in the Downtown Historic District Report technical report kept on file in the office of the Parkville City Clerk. A more detailed discussion of historic district strategies is included in Appendix E, Historic District Report.*
4. **Role / use of the plan** – Concern was expressed that the plan is binding, commits the city to subsequent action or financing and would prevent proposals that aren’t identical to plan

recommendations or concepts. Sections 1.1, Background, 1.2, Purpose, 1.5, maintaining the Downtown Master Plan on pages 6 through 10 and Section 4.3, Project Startup and Policy, Update the Master Plan on page 66, all help address these concerns with language that clarifies the long-term nature of the Vision. Examples include:

- page 6 Section 1.1 - This plan identifies the vision for Downtown Parkville which will serve to guide current and future decision making, further planning and community investment.
- Page 6, Section 1.1 - Like the Parkville Master Plan, the PDMP is a living document that is intended to be carefully reevaluated and updated regularly to retain its relevance. Although it serves as a vision for the future of Downtown, the plan must be evaluated as new and updated data are collected, community priorities shift and change, goals are realized, and new opportunities arise.
- Page 9, Section 1.2 - The end product [the Vision] will serve as a tool that can be conveniently referenced to help inform, guide, and direct the decision making process as implementation of the Master Plan moves forward.
- Page 10, Section 1.5 - The Master Plan is a "Living Document." It helps define direction and community interest at the time it was developed. This, however, does not mean it exists in a vacuum. A living document can be modified to help it remain relevant as community needs and desires change over time. Periodic reviews should be conducted by the City to determine if an update needs to be conducted to keep the Master Plan up-to-date and accurate. This will help ensure its continued usefulness.
- Page 66, Section 4.3 - The Master Plan contains recommendations that were made at the time of its creation based upon existing conditions, market analysis, and community input. This process has set the direction for the next 20 years in Downtown Parkville. But, while there are strong recommendations in the Master Plan for achieving the desired vision, the needs and desires can change given time, unforeseen circumstances, and new opportunities. The Master Plan should be able to react to those changes and be revised to fit the community's needs over time. Changes should not be made frivolously. Changes should be made to the Plan only after community and stakeholder review, comment and public hearing.

Other sections throughout the report use similar language clearly stating the long-range nature of the vision, identifying the document as a policy guide (as opposed to regulations), and the necessity of re-evaluating the document as new information is presented. This language closely resembles language in the City's adopted Master Plan / Land Use Plan. In addition to this language, staff recommends revising the introductions to Chapter 3.0, Recommendations, and Chapter 4.0, Implementation to further emphasize that the document is a long-range vision, is a policy guide to be used to evaluate options; is to be re-evaluated periodically; and does not bind or obligate the City to any specific approvals, financing or other action.

- Page 24 – Revised the last paragraph of Chapter 3.0, Recommendations, Section 3.1, Introduction, as follows: *The recommendations of the Master Plan Vision Downtown Parkville reinforce these principles. The PDMP is the long-range plan for achieving the stated vision. This Chapter includes recommendations for near- and long-term strategies to implement the vision for downtown. Like the Vision as a whole, the recommendations in this chapter are to be used as guide to help evaluate decision making, future plans, policies, public and private investments, financial priorities, grant opportunities, requests to participate in improvements and similar opportunities for*

downtown. In order to remain relevant and reflect changes over time, the Vision and the recommendations of this chapter must be reviewed and re-evaluated periodically and adjusted as determined appropriate. These recommendations are not intended to bind or obligate the City or other entities to specific approvals, financing, deadlines or other actions. Similarly, it is understood that these recommendations must be evaluated and prioritized among other community issues.

- Page 66 – Add language to the end of Chapter 4.0, Implementation, Section 4.1, Introduction, as follows: Implementation of the ~~Master Plan~~ *the Vision* requires both short and long-term decision making, an understanding of the potential value of such decisions, and the ability and willingness to capitalize on opportunities as they make themselves available.

The following chapter will attempt to simplify and guide this process by presenting policies, strategies and available incentives *to be evaluated. In some sections, roles, leaders and sequencing are suggested. These suggestions are not intended to bind or obligate specific entities to tasks, approvals, financing or other actions. Instead, the suggestions are made to help guide implementation. Overtime, implementation may be undertaken by different entities and partnerships as appropriate and as funding and other opportunities become available.*

5. **Financial responsibility** – Similar to #4 above, concern was expressed that the City would be obligated to fund the improvements recommended by the plan or be obligated to use the financing methods recommended. The plan does not obligate the City to finance any improvements or use any specific financing tools. Rather, the plan is to be used as a guide when evaluating financial priorities, grant opportunities, requests to participate in improvements and similar opportunities. Staff recommends the revisions in #4 above to address this concern.
6. **Implementation** – Concern was expressed that the plan has so many recommendations covering so many areas (transportation, housing, commercial development, rehabilitation, etc.), that implementation seems overwhelming. Chapter 4.0 addresses implementation and describes immediate, short-term, and long-term goals for the City to advance the objectives of the plan. No additional language changes are recommended, but staff acknowledges that implementation must be a subject of future budget and planning discussions among the Planning Commission, Board of Aldermen and organizations and entities with a stake in Downtown. Staff also acknowledges that future discussions must occur within the context of other city issues and priorities to determine the level of resources that can be committed or leveraged toward plan implementation.
7. **9 Highway improvements** – Concern was expressed that the concepts for 9 Highway were intended to reduce traffic on 9 Highway. This was in part based on based traffic studies which showed traffic volumes on 9 Highway had gone down following the 45 Highway improvements. The traffic consultants clarified that the improvement concepts were designed to improve safety and increase capacity to accommodate future increased traffic volumes. Staff recommends adding language to further emphasize the intent to improve safety while accommodating future traffic increases.

- Page 21 – Revise Public Infrastructure, 3rd paragraph as follows: Street improvements to East Street (9 Highway) between 1st and 6th Streets would improve traffic patterns *and vehicular and pedestrian safety, accommodate growth* and create viable redevelopment opportunities. Recommended street improvements include two lanes of traffic, bicycle lanes, on-street parking, curbing, gutters, sidewalks, landscaping, historic street signs, period street lights and a roundabout at the intersection of 1st and East Streets. An iconic monument, sculpture or landscaping *on* ~~or~~ the round-about would create a unique entryway into Downtown.
 - Page 34 – Revise Section 3.6, Transportation and Parking Recommendations, recommendation 1, bullet 1 as follows:
 1. Improve connectivity by enhancing the pedestrian environment in Downtown Parkville.
 - Complete a corridor plan for East Street/9 Highway to determine how best to *improve the highway to safely and efficiently move traffic while providing improved* ~~provide~~ pedestrian access from 45 Highway to Downtown.
 - Page 56 – Revise Section 3.12, Redevelopment and Infill Recommendations, recommendation 1, redevelopment of East Street – East Side, first paragraph as follows: **Redevelopment of East Street - East Side**
The 9 Highway/East Street corridor, from 1st Street to 6th Street, represents an excellent redevelopment opportunity that could serve as a catalyst for future growth and investment in Downtown Parkville. Given its significance within the transportation network of Parkville, a reimagined East Street could improve community connectivity, create additional commercial critical mass by effectively doubling the Downtown commercial area, *safely and efficiently move vehicular and pedestrian traffic*, while also helping ~~to~~ 9 Highway fit better into the Downtown character desired by the community.
 - Page 57 – Revise Section 3.12, Redevelopment and Infill Recommendations, recommendation 1, redevelopment of East Street – East Side, key element #2, bullet 3, sub-bullets 1 and 2 (at the top of Page 57) as follow:
 - The design and function of the roadway will determine the development design of the redevelopment area to a large extent.
 - A road designed *only* to encourage speedy travel of vehicular traffic does not encourage connectivity of other modes of transportation, encourage Downtown character, or allow commercial buildings to face the street.
 - A road designed to maintain current posted speed limits, *while safely and efficiently moving traffic, can* ~~will~~ fit into the community's *desired* ~~indicated~~ Downtown character and allow the safe crossing of pedestrians.
8. **Alternative transportation** – Concern was expressed that the plan did not emphasize a desire to include improved opportunities for pedestrians, bicycles, golf carts and other alternative means of getting to and around downtown without a vehicle. The plan includes recommendations for sidewalk and trail improvements, road improvements to enhance safety for other means of transportation and several strategies for improving both vehicular and pedestrian conditions in downtown.
- Page 33 – Revise Section 3.6 Transportation and Parking Recommendations, Key Issues, bullet number 2, as follows: *Improving vehicular flow by addressing travel*

speeds throughout Downtown was an important discussion point. Many felt that there was a need to improve or “speed up” traffic through the Downtown, but that directly competes with posted speed limits and the desire to make Downtown livable, *accessible by pedestrians, bicycles and low speed vehicles*, and to maintain its current character.

- Page 34 – Revise recommendation #2, Preserve and protect vehicular flow in and around Downtown, as follows:

2. Preserve and protect vehicular flow in and around Downtown.

- Preserve the 25 mph speed limit for Downtown *to ensure opportunities for pedestrian, bicycle and low speed vehicle transportation.*
- Use design features to achieve operating speeds closer to posted speed limits (i.e., gateway medians, pavement markings, on-street parking).
- Investigate construction of a roundabout at East Street and 1st Street with any potential redevelopment along East Street. Refer to Figure 3.76 for an illustration of the recommended roundabout concept. The LCS has concluded this is a workable solution that is preferred over signalization.

9. **Train noise** – The plan does not include a recommendation to adopt and install a quiet zone or other strategy for train noise. The plan concludes that there was no consensus on this issue and recommends studying the action further. The Planning Commission perceived the existing language as argumentative against a quiet zone and recommended revisions to make the language neutral and emphasize the need to continue to discuss the issue.

- Pages 34 & 35 – Revised Section 3.6 Transportation and Parking Recommendations, recommendation #3 as follows:

3. Minimize the railroad as a barrier between Downtown, parking and the parks.

- Focus attention on near-term enhancements of the pedestrian experience along Main Street and East Street rather than high-dollar, long-range relocation concepts that distract from enhancing Downtown.
- The community needs to develop consensus on *if and how train noise should be mitigated. Establishment of a quiet zone (trains would not blow their horn through downtown) was evaluated as the primary option, but consensus did not exist to recommend this improvement. Noise mitigation should continue to be discussed and as part future consideration of a Quiet Zone, the following should be considered: the establishment of a Quiet Zone through Parkville. The establishment of a Quiet Zone for the railroad has the following issues:*
 - To establish a Quiet Zone (train does not blow its horn through Downtown), one of two standards for safety must be met:
 1. A median must be installed to prevent a driver from snaking through the existing two gate crossing; **or**
 2. A quad-gate system must be installed to fully control the non-median crossing.
 - *Main Street and East Street cannot meet minimum standards for use of medians. Unless variances were granted by the Federal Railroad Administration with support of BNSF, quad gates would be required at both crossings. Because the intersection of FF Highway and Main Street does not leave enough clearance for a median solution, quad gates must be installed to establish the Quiet Zone, both at Main Street and East Street*

- Installation of *quad gates* the Quiet Zone is estimated to be approximately \$500,000 per crossing. Total project cost is estimated to be \$1,000,000.
- *If quad gates are installed prior to construction of a second track parallel to the existing track (as previously projected by BNSF), an estimated \$300,000 - \$500,000 would need to be spent to install an additional detection system and modify components installed initially* Should the railroad install a second track next to the existing track (there is room and BNSF has engineered plans completed), and quad gates are installed prior to the second track, an additional \$300,000 - \$500,000 would need to be spent to reinstall the gates to accommodate the second track
- *Construction of a grade separated pedestrian or vehicular route over the railroad was studied to improve access and public safety to areas south of the tracks, but consensus did not exist to recommend this improvement. This option should continue to be discussed.* Completed a concept study for a grade separation over the BNSF from FF Highway near Crooked Road into Platte Landing Park.

10. Master Plan Implementation Entity – Section 3.4 on pages 25 and 26 acknowledges the diversity of interests in downtown, opposing views and conflicts, lack of leadership and perceived inability to make change. Section 4.4, *Advancing the Master Plan*, on pages 68 and 69 recommends long strategies for implementing Vision Downtown Parkville, including creating or restructuring a new organization staffed, funded and empowered to implement the plan and overcome differences between the interests in downtown. Concern was expressed that creating a new entity with additional committees, staffing and funding resources further divides downtown, weakens existing organizations and complicates implementation. Although suggested as an ideal scenario based on best practices and successful implementation models from other communities, the recommendation is hard to imagine in light of the numerous existing organizations and their various roles, funding and staffing, has not been well received and is creating more animosity than good will. Staff recommends modifying this section to clarify it is a case study with examples to draw from.

- Page 68 – Revise Long Term Goal, paragraphs 1 and 2 as follows:
Although successful in many aspects, Downtown Parkville can learn from the success of other communities and organizations, most of which are led or managed by single organizations. In Chapter 3.0 it was identified that a major obstacle for Parkville to overcome is the diversity of organizations lacking a common vision. Although hard to envision for Parkville, a single implementation entity or multiple entities working in concert could greatly improve the ability to implement the Vision. The following structure for a Master Plan Implementation Entity is suggested as a best management practice that can be aspired to long term. Meanwhile, the community of Parkville can draw from the outline to help organize one or more entities toward implementation. It is the recommendation that a proactive organization is created or an existing organization is restructured so that one organization is staffed, funded and empowered with the implementation of the plan over the long term.

~~The Master Plan Implementation Entity~~ *An entity or partnership* that is charged with addressing, advancing and completing the recommendations of Master Plan should be focused on:

1. Seeking funding for projects;
2. Seeking potential tenants, retailers and businesses to locate Downtown;

3. Soliciting developer interest in redevelopment projects; and
 4. Implementing recommendations, leveraging available dollars with larger funding sources.
- Page 68 – Revise Long Term Goal, paragraph 4 as follows: The following organizational structure has been successful in other communities performing redevelopment and revitalization. It has been modified to fit the unique issues and challenges facing Downtown Parkville. ~~It is our recommendation that if Downtown Parkville is successful in managing its communication issues and recognizes common ground for the existing organizations to implement the Master Plan~~*As Downtown Parkville evolves and successes are realized*, this organizational structure *could help advance the Vision to* ~~would be successful in advancing the plan for~~ the mutual success of property owners, business owners, residents, the City, and the community. *Meanwhile, one or more entities may be structured similarly to help implement the plan.* ~~The organizational structure of the Master Plan Implementation Entity would be:~~
11. **Multi-family development** – Concern was expressed that additional density is needed to support the long-term success of downtown. The plan identifies opportunities for new multifamily uses with redevelopment of the east side of East Street. During discussion with the Board of Aldermen it was pointed out that multi-family uses already exist on the west side of East Street and that as part of any redevelopment in these locations or adjacent to existing commercial uses, new multi-family might be appropriate. If so, these uses should be designed to provide the proposed character of downtown and so as to minimize any impact the predominantly single-family uses in the area. The existing language in Section 3.11 *Economic Development Recommendations*, recommendation #2, page 55, addresses allowing multi-family uses on the west side of East Street, but does not address impacts to abutting single-family uses.
- Page 55 – Revise Section 3.11 Economic Development Recommendations, recommendation #2, by adding a new sub-bullet after the last bullet at the end of the second column as follows:
 - **Development of the west side of 9 Highway from 1st Street north to 6th Street.**
 - The prospective development site located on the west side of 9 Highway from 1st Street north to 6th Street consists of twelve individual parcels totaling approximately 1.07 acres.
 - Existing land uses include the French Bee Bakery, parking lot, nine single-family homes and a 4-unit apartment building.
 - The street right-of-way patterns and shallow lot depths for the properties fronting the west side of 9 Highway will limit the potential to accommodate large-scale mixed-use development.
 - Likely development scenarios include the adaptive reuse of the existing residential structures or razing current structures to facilitate the construction of single-tenant commercial buildings or multifamily housing.
 - *Where redevelopment or conversions occur, they must be compatible with the scale and desired character of Downtown and must minimize impacts on the abutting development, particularly abutting single-family uses.*

The existing language in Section 3.12, *Redevelopment and Infill Recommendations*, addressed *Redevelopment of East Street - West Side* on page 58. This section does not

specifically address multi-family uses as did Section 3.11. However, it is clear by the statements included in Figure 3.81 on the same page that multi-family uses are contemplated for this area. *“Fig. 3.81 – Attached townhomes or detached rowhomes could be incorporated into the redevelopment of the west side of East Street. Designed properly, they would increase density, while maintaining or even adding to the charm of Downtown.”*

- Page 58 – Revise the recommendation on page 58 as follows:

Redevelopment of East Street – West Side

- Redevelopment of the properties along the west side of East Street, from 2nd Street to 6th Street.
 - Because of narrow lot depths on the west side of East Street/9 Highway, redevelopment of this area is more limited in nature.
 - Adaptive reuse of existing residential structures for commercial uses is possible.
 - Redevelopment of existing building sites would allow for single building commercial redevelopment *or new residential uses*.
 - Care must be taken to ensure that the character of development of new commercial *and residential* sites is in concert with the stated vision of reinforcing Downtown character. Narrow depth lots and side parking lots will make this a challenge.
 - The use of screening, materials, buildings, fencing and landscape on the street side edge of all development sites is critical to ensure redevelopment of properties fit in with the character of Downtown and abate impacts, *particularly on abutting single-family uses*.
 - The ultimate design and function of the roadway will have a significant effect on redevelopment of properties.

12. **Report hierarchy** – The report is sometimes difficult to read where the hierarchy is unclear, particularly in sections like shown in #11 above, where bullets are used to represent multiple levels. Staff recommends administrative authority to amend the numbering, lettering and bullet hierarchy throughout the report as necessary to more easily identify sections and subsections in the report.
13. **Miscellaneous typos** – After rereading the report several times, additional typos, grammatical and punctuation errors have been found. Staff recommends administrative authority to these errors, with the understanding that no revisions will be made that change the content of the document. See example in the proposed revisions above.
14. **Executive summary** – It was suggested that the plan is lacking an executive summary that ties together all the individual projects for clarity and easy reference. Often an executive summary includes a narrative and graphical overview and summary of major plan recommendations, includes a map of downtown identifying major project areas and brief descriptions and references to plan sections, and serves as a handout or easily distributed synopsis to help promote the plan. Once adopted staff will prepare an executive summary to be adopted separately to serve these purposes. Similar executive summaries of other Planning documents, including the Parkville Master Plan and 45 Highway Corridor Plan will also be prepared for distribution.



Staff recommendation

Staff requests that the Planning Commission adopt the document subject to the revisions in this report and grant staff administrative authority to improve the report hierarchy and correct typos and grammatical and punctuation errors as necessary.

CITY OF PARKVILLE

Policy Report

Date: August 12, 2014

Prepared By:
Kirk Rome P.E.
Public Works Director

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Request to approve Work Authorization No. 31B in the amount of \$7,875 as part of the contract with North Hills Engineering (Jay Norco) to perform engineering mapping, project coordination, and data review and provide repair recommendations related to the 2014 sewer line closed circuit T.V. (CCTV) and cleaning project.

BACKGROUND:

Staff recommends authorizing up to 105 hours or up to \$7,875 at \$75 per hour for Jay Norco with North Hills Engineering (Contract City Engineer) to perform sewer related planning and engineering work as outlined in the attached Work Authorization (#31B). This work is necessary to clean, video and identify defects on a portion of the existing sewer lines in the City.

BUDGET IMPACT:

The Sewer Fund includes \$80,000 in the 2014 Capital Improvement Program (CIP) for this project (30-501-06-99-00).

ALTERNATIVES:

1. Approve the Work Authorization #31B with North Hills Engineering in an amount not to exceed \$7,875.
2. Do not approve the work authorization.
3. Postpone this item.

STAFF RECOMMENDATION:

Approve the attached work authorization #31B with Jay Norco of North Hills Engineering.

POLICY:

The Purchasing Policy, Resolution #02-01-13, requires the Finance Committee to approve purchases between \$2,500 and \$10,000; however, due to timing of this approval and the cancellation of the last Finance Committee meeting, this item is being presented directly to the Board of Aldermen for review and approval. The City Administrator previously approved Work Authorization #31A in the amount of \$2,475 which authorized the immediate work necessary to scope and bid the project to CCTV contractors within the project schedule.

SUGGESTED MOTION:

I move to approve Work Authorization #31B with North Hills Engineering (Jay Norco) for engineering work related to the 2014 sewer line CCTV and cleaning project in an amount not to exceed \$7,875.

ATTACHMENTS:

1. Work Authorization #31B with North Hills Engineering

WORK PLANNING / AUTHORIZATION FORM

Number: WA-31B

Project / Work Description:	
2014 Sewer CCTV Program	
Purpose: To continue the City's program of sewer cleaning and CCTV data collection.	
The data will be used later to assess damage, and rank and prioritize future repair efforts.	
This CCTV contract will address about 22,000 feet of sewer lines. Some heavy cleaning is anticipated.	
Note that this WA includes the portion to develop CCTV Bid Package.	
A subsequent WA will review bids, manage the work, review the data, and make recommendations.	
Budget:	\$80,000 total for CCTV, Cleaning, engineering & project management.
INCLUDED IN PRIOR WA-31A	
<i>Work Package & Project Management:</i>	
Use GIS Mapping to summarize the line segments already televised since 2007.	
(Some lines should be re-inspected, based on condition and critical nature.)	
Based on age, material, location, select the segments and footage for 2014 inspection.	
Create map layers for the proposed CCTV line segments.	
Develop and map out access means for sewer lines, for cctv & jetter equipment, disposal.	
Prepare detailed maps for bidding and conducting CCTV work.	
Meet with Missouri American Water to develop water meter arrangement.	
Write specifications for CCTV and cleaning work: methods, deliverables, notifications, etc.	
(Require data format with specific defect and feature class data.)	
Develop a unit price bidding form with base and contingent work items.	
Coordinate and compile contract forms, using City's standard contract forms.	
Review of Bidding Package with Director of Public Works, respond to comments, revisions.	
Primary Tasks:	
TO BE INCLUDED IN FUTURE WA-31B	
Solicit proposals from CCTV contractors. (Request to a minimum of three.)	2
Review proposals and recommend award of proposal by City.	2
Meet with CCTV crew to review access, pricing, approvals, water, disposal, visit sites etc.	2
Respond to questions during the work, and authorization of contingent items.	4
Review final pay request for CCTV work, recommend payment by City.	2
<i>Update Mapping:</i>	
Clean up mapping for changes since last addressed in 2007: basemap, parcels, aeriels....	3
Update old model project file and shapefiles to modern version of ESRI ArcGIS (10.1)	2
Revise feature classes in ArcGIS to reflect findings: line locations, buried manholes, etc.	8
Create CCTV theme data to track lines done in 2007, 2008, 2009, 2014	7
<i>Data Review & Recommendations:</i>	
Watch all video delivered, and prepare a written log to check completion, record footage.	50
Review all pipe segment logs delivered, and check completeness and correspondence with CCTV video, correct names, directions, etc. Have contractor address.	5
Create database entry for each line segment, with condition summary, footage, tv date, etc.	6
Use numerical ranking in database for overall and structural condition assessment.	
Recommend a preliminary rehab option and a budget cost to repair. Identify viable alternatives for rehab where applicable.	8
Rank line segment and repairs by priority within this 2014 CCTV group.	4
105	
Note that project development (phasing) and design will occur later, planned for 2015.	
Integration with older (2007-2008) data will occur later, planned for 2015.	
Estimated Consultant Fee:	
105 Hours x	\$ 75.00 / hour = \$ 7,875.00

Budget: Sewer Budget / CIP

Schedule:

Estimated Completion Date: 12/15/2014

Project Deadlines: n/a

Authorized:

Mayor



8/19/14
Date

Preliminary Project Budget:

CCTV & Cleaning Contract (aggregate all sizes):	22,000	LF	\$ 2.80	\$ 61,600
Adder for Heavy Cleaning (contingent, as-needed)	2,500	LF	\$ 3.00	\$ 7,500

Note: Done as-needed, authorized by PWD or Engineer, is not a change order unless total exceeded.

CCTV Project Management:	33	HR		\$ 2,475
CCTV Bid & Construction Phase	12	HR		\$ 900
Mapping Revisions/Cleanup:	20	HR		\$ 1,500
Review and Recommendations	73	HR		\$ 5,475

TOTAL:				\$ 79,450
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CITY OF PARKVILLE
Policy Report

Date: August 13, 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 7/28/2014 – 8/13/2014.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from July 28, 2014, through August 13, 2014. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of city funds.

BUDGET IMPACT:

Accounts Payable	\$219,003.19
Insurance Payments	\$0
1 st of the Month	\$2,391.67
EFT Payments	\$1,845.15
Payroll	\$49,241.63
TOTAL	\$272,481.64

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 \$272,481.64 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. 1st of the Month
3. EFT Payments
4. Payroll
5. Carquest Purchases
6. Lowe's Purchases
7. Price Chopper Purchases

PACKET: 04756 Regular Payments 8/1/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01081	Consolidated Public Water Supply District #1							
	I-Due 8/15/14	Due 8/15/14	R	8/06/2014		306.10CR	032686	306.10
01614	KCPL							
	I-Due 8/13/14	Due 8/13/14	R	8/06/2014		283.98CR	032687	
	I-Due 8/14/14	Due 8/14/14	R	8/06/2014		4,560.21CR	032687	4,844.19

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	5,150.29	5,150.29
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:	2	0.00	5,150.29	5,150.29

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04758 Regular Payments 8/5/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01849	Fleet Services - Police I-37658812	Fuel July-PD	R	8/06/2014		4,418.34CR	032688	4,418.34
01850	Fleet Services - General Account I-37650784	Fuel July-SW,CD,TP,PK,NS	R	8/06/2014		2,747.49CR	032689	2,747.49

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	7,165.83	7,165.83
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	7,165.83	7,165.83

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04762 Federal Withholdings - 8/8/14

VENDOR SET: 01

BANK : PY Pooled Cash FY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00044	Park Bank							
	I-T1 201408064043	Federal Withholding	D	8/08/2014		7,229.00CR	000000	
	I-T3 201408064043	FICA W/H	D	8/08/2014		8,377.94CR	000000	
	I-T4 201408064043	Medicare W/H	D	8/08/2014		1,959.28CR	000000	17,566.22

* * 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	17,566.22	17,566.22
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	17,566.22	17,566.22

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04764 Regular Payments 8/11/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00012	Carquest Auto Parts Store							
	I-July 2014 Stmt	July 2014 Stmt-PK,ST,TP	R	8/13/2014		108.03CR	032692	108.03
01614	KCPL							
	I-Due 8/19/14	Due 8/19/14	R	8/13/2014		17,432.67CR	032693	17,432.67
02057	Lowe's Accounts Receivable							
	I-July 2014 Stmt	July 2014 Stmt-NS,SW,TP	R	8/13/2014		104.28CR	032694	104.28
00159	Missouri American Water							
	I-Due 8/26/14	Due 8/26/14	R	8/13/2014		150.43CR	032695	150.43
01099	Toshiba							
	I-11168702	Black Counter-CT,AD	R	8/13/2014		92.39CR	032696	
	I-11168704	Color Counter-AD,CT	R	8/13/2014		246.25CR	032696	338.64

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	5	0.00	18,134.05	18,134.05
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITTE 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	18,134.05	18,134.05

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 04770 Regular Payments 8/12/14
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00002	A & M Printing							
	I-55335	Prints-CD	R	8/20/2014		9.42CR	032700	
	I-55362	Drawings-CD	R	8/20/2014		6.60CR	032700	16.02
00020	Ball Power & Equipment							
	I-58401	Power Washer Repair-PK	R	8/20/2014		36.01CR	032701	36.01
00045	Federal Office Products, Inc.							
	I-505696-0	Copy Paper-AD	R	8/20/2014		135.00CR	032702	135.00
00084	McConnell & Associates Co							
	I-83465	Striping Paint-TP	R	8/20/2014		130.00CR	032703	
	I-83541	Striping Paint-TP	R	8/20/2014		130.00CR	032703	260.00
00107	Platte Rental & Supply							
	I-12202	Trimmer Line-PK	R	8/20/2014		13.99CR	032704	
	I-w1730	Trimmer Repair-PK	R	8/20/2014		156.41CR	032704	170.40
00154	T-Ray Specialties Inc.							
	I-25904	Soap and Urinal Screens-PK	R	8/20/2014		177.98CR	032705	177.98
00156	Dave's Foreign Car Repair LLC							
	I-129,842	Plug Repair-PD	R	8/20/2014		50.00CR	032706	
	I-130,162	Tire Repair-PD	R	8/20/2014		15.00CR	032706	
	I-130,168	Oil Change-PD	R	8/20/2014		35.00CR	032706	100.00
00218	Platte County Sheriff's D							
	I-July 14	Prisoner Housing-CT	R	8/20/2014		175.00CR	032707	175.00
00288	CarterEnergy Corporation							
	I-481464	Diesel Fuel	R	8/20/2014		756.88CR	032708	756.88
00365	Sherwin-Williams							
	I-4773-4	Epoxy Peweter-PK	R	8/20/2014		183.23CR	032709	183.23
00496	Gunter Pest Management, Inc.							
	I-1101401	Pest Control August-AD	R	8/20/2014		50.00CR	032710	50.00
00501	Hinckley Springs							
	I-6911530 080214	Water-PK	R	8/20/2014		45.54CR	032711	
	I-TK#142103054054	Water-ST	R	8/20/2014		28.58CR	032711	74.12

PACKET: 04770 Regular Payments 8/12/14
VENDOR SET: 01
BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00519	Friends of Parkville Animal Shelter I-6 #5	August Contracted Payment-AD	R	8/20/2014		500.00CR	032712	500.00
00530	Missouri Municipal League I-10 I-300002449 I-300002676	Tim MCMA Membership-AD MCMA Membership-CD Lauren MCMA Membership	R	8/20/2014		40.00CR 75.00CR 75.00CR	032713 032713 032713	190.00
00593	Alliance Water Resources, I-6126	WWTP Contract-SW	R	8/20/2014		22,949.58CR	032714	22,949.58
00723	Missouri One Call System I-4070265	One Call Services-SW	R	8/20/2014		234.00CR	032715	234.00
00899	Parkville Municipal Court I-Jan-July Pro Fees I-Jan-June Pro Fees I-July 2014 Pro Fees	Jan-July 2014 CC Processing-CT Jan-June '14 processing fee-CT July 2014 Pro Fees-CT	R	8/20/2014		975.40CR 975.40CR 232.69CR	032716 032716 032716	2,183.49
00942	McKeever's Price Chopper I-August 4 2014 Stmt	August 4 2014 Stmt	R	8/20/2014		223.58CR	032717	223.58
00977	Curious Eye Productions I-074-014	Meeting Production-C2	R	8/20/2014		900.00CR	032718	900.00
01163	North Hills Engineering, Inc I-1403	Engineering Services Agmt-SW	R	8/20/2014		448.00CR	032719	448.00
01262	Thomson Reuters - West I-829730705.00	Court Rules Publications-CT	R	8/20/2014		229.50CR	032720	229.50
01349	K & R's GT Muffler & Brake LLC I-12630	Charging Test-PK	R	8/20/2014		40.00CR	032721	40.00
01369	Ameriguard Inc I-7198	Polygraphs-PD	R	8/20/2014		550.00CR	032722	550.00
01373	Missouri Division of Employment Security I-302759-0-165-9131	Unemployment 2nd Qt-PD	R	8/20/2014		1,600.00CR	032723	1,600.00
01573	Urban Tree Specialists I-8799 I-8800	Tree Removal-TP Tree Removal-TP	R	8/20/2014		1,075.00CR 150.00CR	032724 032724	1,225.00

← voided

PACKET: 04770 Regular Payments 8/12/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01641	United States Post Master							
	I-Postage August	Sewer Postage September-Oct	R	8/20/2014		900.00CR	032725	900.00
01701	Platte County Citizen							
	I-117	Public Hearing Notice-CD	R	8/20/2014		34.00CR	032726	
	I-199	Jod Ad-PK	R	8/20/2014		40.00CR	032726	74.00
01739	Print Time							
	I-9014872-IN	AP Mailing Envelopes-AD	R	8/20/2014		69.90CR	032727	69.90
01766	American Waste Systems, Inc.							
	I-229500	PortaPotty Rental-NS	R	8/20/2014		109.58CR	032728	
	I-229501	PortaPotty Rental-PK	R	8/20/2014		300.00CR	032728	409.58
01888	Kevin Chrisman							
	I-Per Diem 8/13-8/15	Per Diem 8/13-8/15-PD	R	8/20/2014		62.00CR	032729	62.00
01976	RMI Golf Carts							
	I-RO#4164	EZ Go Repair-PK	R	8/20/2014		230.88CR	032730	
	I-RO-4062	Belt Starter Repair-PK	R	8/20/2014		99.77CR	032730	330.65
02018	Ace ImageWear							
	I-0321285	Shop Towels-PK	R	8/20/2014		29.00CR	032731	29.00
02128	Heartland Health - Occupational Medicine							
	I-6995	Employment Drug Screens-PK,PD	R	8/20/2014		144.00CR	032732	144.00
02131	Heritage Tractor, Inc.							
	I-1340815	Belts-PK	R	8/20/2014		123.20CR	032733	123.20
02168	Gail Gene Derr							
	I-867488	Cemetary Maint-AD	R	8/20/2014		510.00CR	032734	510.00
02175	eNet							
	I-3880	IT Services-IT	R	8/20/2014		651.00CR	032735	651.00
02248	Hi-Genes's Janitorial Service							
	I-42389	July Janitorial-AD	R	8/20/2014		797.50CR	032736	797.50
02256	RU2 Systems Inc							
	I-37852	Data Software Upgrade-PD	R	8/20/2014		175.00CR	032737	175.00

PACKET: 04770 Regular Payments 8/12/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02257	David Zdvorak							
	I-8/1/14 Exp Report	Int Cell Phone Reimbursment-PW	R	8/20/2014		30.00CR	032738	30.00
02258	Linda L. Moore, Ed.D							
	I-7/30/14	Employee Consulting-AD	R	8/20/2014		1,000.00CR	032739	1,000.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	40	0.00	38,713.62	38,713.62
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:	40	0.00	38,713.62	38,713.62

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04772 Regular Payments 8/12/14 #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
00899	Parkville Municipal Court							
	I-CC Pros Fee July	CC Pros Fee July 14-CT	R	8/20/2014		232.69CR	032740	
	I-Jan-Jun 14	CC Pros Fee Jan-Jun 14-CT	R	8/20/2014		975.40CR	032740	1,208.09
01153	First Bank of Missouri							
	I-82214	Bond Payment-COP's Series 2006	R	8/20/2014		102,284.81CR	032741	102,284.81

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	103,492.90	103,492.90
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	103,492.90	103,492.90

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04774 Regular Payments 8/13/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00407	Portwood's Mobile Welding & Repair I-10537	Welding Repair-SW	R	8/20/2014		45.00CR	032742	45.00
01951	Brenntag Mid-South, Inc I-BMS798070	Odor Control-SW	R	8/20/2014		9,063.29CR	032743	9,063.29
02122	The Judy Company, Inc. I-Final Payment Ck#2	BMW Project-96	R	8/20/2014		21,820.88CR	032744	21,820.88

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	30,929.17	30,929.17
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	30,929.17	30,929.17

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04776 Regular Payments 8/13/14 #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
00123	Sam's Club I-July Stmt	Finance Snacks-AD	R	8/20/2014		34.60CR	032745	34.60

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	34.60	34.60
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	34.60	34.60

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04768 1st of the Month 9/1/14

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00100	Peter M. Schloss		R	9/01/2014		1,450.00CR	032697	1,450.00
	I-Sept2014-Prosecuto	City Prosecutor						
00577	Sarah E Recker, Law Offic		R	9/01/2014		541.67CR	032698	541.67
	I-Sept2014-Pub Defen	Public Defender						
01221	Andrew Coulson		R	9/01/2014		400.00CR	032699	400.00
	I-Sept2014-Asst Pros	Assistant Prosecutor						

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	2,391.67	2,391.67
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	2,391.67	2,391.67

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 04769 EFT Payments 9/1/14

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====							
01-02223	David Jones*						
I-Sept2014-Allowance	9/01/2014		Monthly Allowance	45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
			Monthly Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-02224	David Rittman*						
I-Sept2014-Allowance	9/01/2014		Monthly Allowance	45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
			Monthly Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-01885	Diane Driver*						
I-Sept2014-Allowance	9/01/2014		Allowance	45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
			Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-02229	Greg Plumb*						
I-Sept2014-Allowance	9/01/2014		Monthly Allowance	45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
			Monthly Allowance		10 501.01-32-00	Exp Allowance-B	45.00
			=== VENDOR TOTALS ===	45.00			
=====							
01-02201	ICMA Retirement Coproration						
I-ICM201408064043	8/08/2014	457	DEF COMP	166.15			
	AP		DUE: 8/08/2014 DISC: 8/08/2014		1099: N		
			457 DEF COMP		10 501.01-22-00	Retirement	166.15
I-Sept2014-Retiremen	9/01/2014		Lauren Palmer Retirement	554.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
			Lauren Palmer Retirement		10 501.01-22-00	Retirement	554.00
			=== VENDOR TOTALS ===	720.15			

PACKET: 04769 EFT Payments 9/1/14

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-01886	Jim Werner*						
I-Sept2014-Allowance 9/01/2014				45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014 Allowance		1099: N 10 501.01-32-00	Exp Allowance-B	45.00
=== VENDOR TOTALS ===				45.00			
01-02045	Kari Lamer*						
I-Sept2014-Allowance 9/01/2014 Monthly Expense Allowance				45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014 Monthly Expense Allowance		1099: N 10 501.01-32-00	Exp Allowance-B	45.00
=== VENDOR TOTALS ===				45.00			
01-01887	Kendall Welch*						
I-Sept2014-Allowance 9/01/2014 Allowance				45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014 Allowance		1099: N 10 501.01-32-00	Exp Allowance-B	45.00
=== VENDOR TOTALS ===				45.00			
01-01681	Kevin Chrisman*						
I-Sept2014-Reimburse 9/01/2014 Cell Phone Reimbursement				40.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014 Cell Phone Reimbursement		1099: N 10 505.03-05-00	Mobile Phones &	40.00
=== VENDOR TOTALS ===				40.00			
01-02125	Kevin D. Humiston*						
I-Sept2014-Allowance 9/01/2014 Monthly Expense Allowance				45.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014 Monthly Expense Allowance		1099: N 10 510.01-32-00	Expense Allow -	45.00
=== VENDOR TOTALS ===				45.00			
01-02119	Kevin E. Davis*						
I-Sept2014-Reimburse 9/01/2014 Cell Phone Reimbursement				25.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014 Cell Phone Reimbursement		1099: N 10 505.03-05-00	Mobile Phone &	25.00
=== VENDOR TOTALS ===				25.00			

PACKET: 04769 EFT Payments 9/1/14

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-01837	Kirk Rome*					
I-Sept2014-Allowance	9/01/2014	Allowance	250.00			
	AP	DUE: 9/01/2014 DISC: 9/01/2014		1099: Y		
		Allowance		10 515.01-33-00	Auto Allow-Publ	250.00
I-Sept2014-REIMB	9/01/2014	Cell Phone Reimbursement	40.00			
	AP	DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
		Cell Phone Reimbursement		10 515.03-05-00	Mobile Phones &	40.00
		=== VENDOR TOTALS ===	290.00			
=====						
01-02142	Lauren Palmer*					
I-Sept2014-Allowance	9/01/2014	Auto Allowance	100.00			
	AP	DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
		Auto Allowance		10 501.01-33-00	Auto Allow-City	100.00
		=== VENDOR TOTALS ===	100.00			
=====						
01-00193	Marc Sportsman*					
I-Sept2014-Allowance	9/01/2014	Monthly Expense Allowance	45.00			
	AP	DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
		Monthly Expense Allowance		10 501.01-32-00	Exp Allowance-B	45.00
		=== VENDOR TOTALS ===	45.00			
=====						
01-01239	Nan Johnston*					
I-Sept2014-Allowance	9/01/2014	Monthly Expense Allowance	45.00			
	AP	DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
		Monthly Expense Allowance		10 501.01-32-00	Expense Allowan	45.00
		=== VENDOR TOTALS ===	45.00			
=====						
01-01033	Sean Ackerson*					
I-Sept2014-Allowance	9/01/2014	Auto allowance	200.00			
	AP	DUE: 9/01/2014 DISC: 9/01/2014		1099: Y		
		Auto allowance		10 518.01-31-00	Expense Allow.	200.00
		=== VENDOR TOTALS ===	200.00			

PACKET: 04769 EFT Payments 9/1/14

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====							
01-02191	Timothy Blakeslee*						
I-Sept2014-Allowance	9/01/2014		Cell Phone Allowance	10.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
			Cell Phone Allowance		10 501.01-01-00	Salaries	10.00
			=== VENDOR TOTALS ===	10.00			
=====							
01-01729	Toni Rizutti*						
I-Sept2014-Reimburse	9/01/2014		Cell Phone Reimbursement	10.00			
	AP		DUE: 9/01/2014 DISC: 9/01/2014		1099: N		
			Cell Phone Reimbursement		10 510.03-05-00	Mobile Phone &	10.00
			=== VENDOR TOTALS ===	10.00			
			=== PACKET TOTALS ===	1,845.15			

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 7/28/2014 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00012	Carquest Auto Parts Store							
	I-July 2014 Stmt					032692		
40	July 2014 Stmt-PK,ST,TP	R	8/13/2014					
40	520.06-21-00		Vehicle & Equipment Maintenance	12.40				
10	520.06-22-00		Vehicle Gas & Oil	33.00				
10	520.06-21-00		Vehicle Repair & Maintenance	15.38				
10	525.05-21-00		Equipment & Handtools	22.67				
40	520.06-21-00		Vehicle & Equipment Maintenance	24.58				108.03

*** TOTALS ***

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	108.03	0.00	108.03
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	0.00	0.00	0.00
VOID DEBITS:		0.00		
VOID CREDITS:		0.00	0.00	0.00

TOTAL ERRORS: 0

*** G/L ACCOUNT TOTALS ***

G/L ACCOUNT	NAME	AMOUNT
10 520.06-21-00	Vehicle Repair & Maintenance	15.38
10 520.06-22-00	Vehicle Gas & Oil	33.00
10 525.05-21-00	Equipment & Handtools	22.67
	*** FUND TOTAL ***	71.05
40 520.06-21-00	Vehicle & Equipment Maintenance	36.98
	*** FUND TOTAL ***	36.98

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	108.03	0.00	108.03
BANK: AP	TOTALS:		1	108.03	0.00	108.03
REPORT TOTALS:			1	108.03	0.00	108.03

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 8/01/2014 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02057	Lowe's Accounts Receivable							
	I-July 2014 Stmt	July 2014 Stmt-NS,SW,TP	R	8/13/2014		032694		
10	535.06-05-03	Trail Maintenance	Concrete-NS	9.46				
10	535.06-05-03	Trail Maintenance	Gloves, Spade-NS	29.37				
40	520.06-01-00	Building Maintenance & Repair	8FT 2 LT Comm Strip-	37.97				
30	501.06-01-00	Building Main & Repair	Outfall Deck Materia	27.48				104.28

*** TOTALS ***

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	104.28	0.00	104.28
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
10 535.06-05-03	Trail Maintenance	38.83
	*** FUND TOTAL ***	38.83
30 501.06-01-00	Building Main & Repair	27.48
	*** FUND TOTAL ***	27.48
40 520.06-01-00	Building Maintenance & Repair	37.97
	*** FUND TOTAL ***	37.97

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	104.28	0.00	104.28
BANK: AP	TOTALS:		1	104.28	0.00	104.28
REPORT TOTALS:			1	104.28	0.00	104.28

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 8/01/2014 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00942	McKeever's Price Chopper							
	I-August 4 2014 Stmt	August 4 2014 Stmt	R 8/20/2014			032717		
10	505.05-01-00	Office Supplies & Consumables	Bottled Water-PD	11.96				
10	535.05-42-00	Program Expenses	Sncks for Camps-NS	100.63				
10	520.05-21-00	Handtools	Cleaning Supplies, C	58.14				
10	501.09-21-00	Misc-Other	Jesus Maria Bags-AD	7.96				
10	525.05-41-01	Restroom Supplies	Restroom Supplies-PK	10.96				
10	501.09-21-00	Misc-Other	Bday Staff-AD	19.35				
10	505.05-01-00	Office Supplies & Consumables	Cleaning Wipes-PD	14.58				223.58

*** T O T A L S ***

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	223.58	0.00	223.58
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
10 501.09-21-00	Misc-Other	27.31
10 505.05-01-00	Office Supplies & Consumables	26.54
10 520.05-21-00	Handtools	58.14
10 525.05-41-01	Restroom Supplies	10.96
10 535.05-42-00	Program Expenses	100.63
	*** FUND TOTAL ***	223.58

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	223.58	0.00	223.58
BANK: AP	TOTALS:		1	223.58	0.00	223.58
REPORT TOTALS:			1	223.58	0.00	223.58

CITY OF PARKVILLE

Policy Report

Date: Monday, August 11, 2014

Prepared By:
Melissa McChesney
City Clerk

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve an ordinance to repeal and replace Chapter 107 of the Parkville Municipal Code to disclose potential conflicts of interest and substantial interests for certain officials.

BACKGROUND:

Section 105.485.4, RSMo allows each political subdivision the option of adopting its own method of disclosing conflicts of interest and personal financial disclosure. The City's conflict of interest ordinance was last affirmed on September 3, 2014, and is set to expire this year. In order to keep the City's policy in effect it is mandatory to re-adopt the ordinance at an open meeting by September 15 (or adopt a new ordinance with changes). Within 10 days of adoption, the City Clerk is required to submit a certified copy of the resolution to the Missouri Ethics Commission.

According to the current code, the Chief Administrative Officer and Chief Purchasing Officer are required to file disclosure reports with the State by May 1st. Since the City does not have a position of Chief Purchasing Officer, the code needs to be amended to remove the position. There are also other minor changes included in the revised ordinance.

If the Board does not adopt the revised ordinance to amend the Code of Ethics, all elected, appointed, and decision-making personnel, as well as candidates for public office, will be required to file a Personal Financial Disclosure statement.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Approve the ordinance.
2. Approve the ordinance subject to changes to satisfy the desires of the Board of Aldermen.
3. Do not approve the ordinance.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends repealing and replacing Chapter 107 of the Parkville Municipal Code to disclose potential conflicts of interest and substantial interests for certain officials.

POLICY:

The Board of Aldermen must approve changes to the City's Municipal Code. RSMo Section 105.485.4 allows each political subdivision the option of adopting its own method of disclosing conflicts of interest and personal financial disclosure.

SUGGESTED MOTION:

I move that Bill No. 2803, an ordinance repealing and replacing portions of Chapter 107 of the Parkville Municipal Code to disclose potential conflicts of interest and substantial interests for certain officials, be approved for first reading.

ITEM 5A
For 08-19-14
Board of Aldermen Meeting

I move that that Bill No. 2803 be approved on first reading and passed to second reading by title only.

I move that Bill No. 2803 be approved on second reading to become Ordinance No. _____.

ATTACHMENT:

1. Ordinance

AN ORDINANCE TO REPEAL AND REPLACE PORTIONS OF CHAPTER 107 OF THE MUNICIPAL CODE OF THE CITY OF PARKVILLE, MISSOURI ENTITLED "CODE OF ETHICS" TO DISCLOSE POTENTIAL CONFLICTS OF INTEREST AND SUBSTANTIAL INTERESTS FOR CERTAIN OFFICIALS OF THE CITY OF PARKVILLE, MISSOURI

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

SECTION 1: That existing Chapter 107 of the Code of the City of Parkville, Missouri is hereby repealed.

SECTION 2: That Chapter 107, entitled "Code of Ethics" of the Municipal Code of the City of Parkville, Missouri, is newly created to read as follows:

CHAPTER 107: CODE OF ETHICS

SECTION 107.010: PURPOSE AND APPLICABILITY OF CHAPTER - DECLARATION OF POLICY

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government. In Recognition of these goals, there is hereby established a code of ethics for all officials and employees of the City of Parkville, whether elected or appointed, paid or unpaid and a Municipal Officials Ethics Commission. The purpose of this Chapter is to establish ethical standards of conduct for all officials and employees by setting forth those acts or actions that are incompatible with the best interests of the City and by directing disclosure by such officials and employees of private financial or other interests in matters affecting the City. The provisions and purpose of this Chapter and such rules and regulations as may be established are hereby declared to be in the best interests of the City. This Chapter shall apply to the Board of Aldermen, paid employees and members of all boards and commissions.

SECTION 107.020: RESPONSIBILITIES OF PUBLIC OFFICE

Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the Constitution of the United States and the Constitution of this State and to carry out impartially the laws of the nation, state and municipality and thus to foster respect for all government. They are bound to observe in their official acts the highest standards of morality and to discharge faithfully the duties of their office, regardless of personal considerations, recognizing that the public interest must be their primary concern. Their conduct in both their official and private affairs should be above reproach.

SECTION 107.030: ORIENTATION TRAINING

- A. A person shall receive orientation training on ethics after election as either a member of the Board of Aldermen or Mayor or appointment to a City board, commission or committee and within a reasonable length of time after taking office. It shall be the responsibility of the City Administrator or his/her designee to provide this training which shall include: legislative procedures, applicable Sections of Chapter 105, RSMo. (Conflict of Interest and Missouri Ethics Commission); Chapter 130, RSMo, (Campaign Financial Disclosure); Chapter 610, RSMo. (the Sunshine Law); and this Code of Ethics.

- B. The City Administrator shall furnish each elected or appointed official with a written synopsis of the functions and responsibilities of each City department and a synopsis of the City financing sources, including definition of terms. Elected and appointed officials will have the opportunity to meet with each department head and receive orientation on that department's functions and responsibilities and to meet with the City Administrator or his/her designee and receive orientation on any compensation and benefits.

SECTION 107.040: FAIR AND EQUAL TREATMENT OF CITIZENS - USE OF CITY-OWNED PROPERTY

- A. Canvassing of members of the Board of Aldermen, directly or indirectly, in order to obtain preferential consideration in connection with employment by the City shall disqualify the candidate for employment.
- B. No official or employee shall request or permit the use of City-owned vehicles, equipment, materials or property for personal convenience or profit, except when such services are available to the public generally or are provided as municipal policy for the use of such official or employee in the conduct of official business.

SECTION 107.050: CONFLICTS OF INTEREST

- A. All elected and appointed officials, as well as employees of a political subdivision, must comply with Section 105.454 of Missouri Revised Statutes on conflicts of interest, as well as any other state law governing official conduct.
- B. Any member of the governing body of a political subdivision who has a "substantial or private interest" in any measure, bill, order or ordinance proposed or pending before such governing body must disclose that interest to the secretary or clerk of such body and such disclosure shall be recorded in the appropriate journal of the governing body. Substantial or private interest is defined as ownership by the individual, his spouse, or his dependent children, whether singularly or collectively, directly or indirectly of: (1) 10% or more of any business entity involved; or (2) an interest having a value of \$10,000 or more in the matter; or (3) the receipt of a salary, gratuity, or other compensation or remuneration of \$5,000 or more from any individual, partnership, organization or association within any calendar year.
- C. Elected and appointed officials should avoid the appearance of impropriety by refraining from engaging in conduct that appears to make their decisions influenced by other City Officials rather than being arrived at independently. As an example, an official should avoid hiring or retaining another member of the same board, commission or committee as an employee, being hired or retained as an employee by another City Official, rendering financial assistance to another City Official, providing to another City Official a gift or engaging in any activity wherein the general public would believe the relationship would have the effect of influencing any decisions being made.

Other situations may not be covered by these guidelines. In these situations, members of the Board of Aldermen, employees and members of all City boards and commissions are encouraged to seek counsel from the City Attorney prior to acting. Again, it is important to note that the appearance of fairness and impartiality is as important as actual fairness and impartiality. When a conflict of interest does occur, the following steps should be taken:

1. The member or official must declare and the record should show that a conflict of interest exists with respect to a particular issue and that the member will not participate in any discussion or action;

2. The member or official shall explain and the record should show what constitutes the specific conflict;
3. The member must step down from his or her regular seat and leave the room;
4. The member should not speak with any other members during or prior to the discussion of the issue at hand;
5. The member should not represent or speak on behalf of any interested party but may utilize a representative to convey his or her own position as a private citizen during the discussion of the issue at hand; and
6. The member must not discuss the issue privately with any other member voting on the matter.

SECTION 107.060: PENALTY AND OTHER SANCTIONS

- A. *Penalty.* Violation of any provision of this Chapter may be punished by a fine of not less than one dollar (\$1.00) and not more than five hundred dollars (\$500.00), by imprisonment for a period not to exceed ninety (90) days, by restitution, or by any or all of the above.
- B. *Administrative Sanction.* Violation of any provision of this Chapter may constitute a cause of suspension, removal from office or employment or other disciplinary action by the Board of Aldermen pursuant to applicable City ordinances and State Statutes.
- C. *Ethics Commission Determination.* Any complaint alleging a violation of this Chapter shall first be submitted to the Municipal Officials Ethics Commission (See Section 107.110 herein) for a hearing and advisory determination before institution of any court action by the City Prosecutor or disciplinary proceedings by the Board of Aldermen under Subsection (B). All proceedings for imposing penalties under Subsections (A) of this Section shall be prosecuted in the Municipal Court of Parkville unless ordered otherwise by the Presiding Judge of the Circuit Court of Platte County.

SECTION 107.070: PROHIBITED ACTIVITIES AFTER LEAVING MUNICIPAL SERVICE

- A. No elected official, appointee or employee of the City serving in an executive or administrative capacity shall perform any service for any monetary or in-kind compensation during one (1) year after termination of his or her office or employment by which performance he or she attempts to influence a decision of the City or any department or agency thereof.
- B. This Section shall not be construed to prevent any person from:
 1. Performing such service and receiving compensation therefore in an adversary proceeding having a record or right of appeal or in the preparation or filing of any public document as long as only publicly available information is utilized in the performance of duties in any adversary proceeding.
 2. Submitting any bid and participating in any contract from a successful bid with the City for any goods or services which will be awarded to the lowest and best bidder.

SECTION 107.080: OFFICIAL ACTIONS AND POSITION

No member of any board, commission or committee should alone or in concert with any other members of the same board, commission or committee engage in any act which could be

construed by the general public as an official action of that board, commission or committee unless such action has been taken by motion or resolution. A board, commission or committee can only act in its official capacity by motion or resolution. This rule prohibits any member of any board, commission or committee or members acting in concert with each other from engaging in any oral or written communications which identifies their conduct as the conduct of the board, commission or committee, unless such action has been taken by motion or resolution. Any personal opinion or position taken by an elected or appointed official must be represented as a personal opinion as a private citizen unless said position has been adopted by motion or resolution of the elected or appointed body in which the official serves.

SECTION 107.090: PRECLUSION OF USE OF MUNICIPAL BOARD, COMMISSION OR COMMITTEE MEMBERSHIP FOR A POLITICAL PURPOSE

When any member of any board, commission or committee formed pursuant to the Ordinances of the City of Parkville participates in any activity on behalf of any candidate for public office in any municipal election of the City of Parkville wherein that person identifies himself (herself) as a member of that board, commission or committee as part of the activity on behalf of such candidate, such member shall affirmatively state that his or her activities are in no way sanctioned or connected to the board, commission or committee on which he or she serves.

SECTION 107.100: MUNICIPAL OFFICIALS ETHICS COMMISSION

- A. There is hereby created a Municipal Officials Ethics Commission which shall have the power and duty to render advisory opinions to the Board of Aldermen in all ethics complaints and to investigate and report on allegations of violations of the City Code of Ethics and ordinance provisions concerning conflicts of interest and financial disclosure by all elected and appointed officials, as well as all employees of the political subdivision. The Commission may call upon the City Attorney, the City Treasurer or other appropriate public official to assist in an investigation or may utilize outside counsel or staff if it is reasonable and necessary to properly complete its work.
- B. The Commission, with the concurrence of at least three (3) members, may issue advisory opinions upon the written request by any member of the Board of Aldermen, the Mayor or the City Administrator. Such advisory opinions shall remain closed until the advisory opinion is provided to the Board of Aldermen.
- C. The Commission, with the affirmative vote of at least three (3) of its members, upon the sworn complaint of any resident of the City or upon their own initiative, may investigate an alleged violation and issue an advisory opinion on the complaint. The Commission shall have the power to examine witnesses under oath or affirmation and can request persons necessary for their investigation to appear before it and produce any records or documents it believes relevant.
- D. The Commission shall, upon receiving such sworn complaint or following their own affirmative vote to consider an investigation, notify the municipal official, in writing, of the nature of the alleged complaint. The municipal official shall be given at least ten (10) days to provide the Commission with such information as he or she deems appropriate to explain or justify the circumstances. At the request of the municipal official or on its own initiative, the Commission shall hold a hearing where the municipal official can provide evidence and testimony and examine any other witness that testifies. Thereafter, the Commission shall issue its advisory opinion, which can include the Commission's recommendations. The Commission shall provide the municipal official or responding party five (5) business days to respond to the advisory opinion and recommendations. Thereafter, the Commission shall forward its advisory opinion and recommendations to the Board of Aldermen.

SECTION 107.110: MEMBERS - HOW APPOINTED - QUALIFICATIONS AND REMOVAL

- A. The Commission shall consist of five (5) members appointed by the Mayor and Board of Aldermen as herein provided. The Mayor shall appoint (1) member who shall be the Chairperson of the Commission and shall serve for five (5) years. The Board of Aldermen shall appoint four (4) members, one (1) from each aldermanic district. Commissioners shall serve for five (5) years, except that in the first year two (2) members shall serve for three (3) years and two (2) members shall serve for two (2) years. The determination as to who serves three (3) years and who serves two (2) years shall be decided by lot. All Commission members shall serve until their successors are duly appointed. In the event of a vacancy due to a resignation or otherwise, the successor shall be appointed for the balance of the unexpired term.
- B. All Commissioners shall be residents of the City and shall serve without compensation, but may be reimbursed their necessary and reasonable expenses. No members of the Commission shall hold any other public office or be a candidate for same in Parkville.
- C. Commission members may be removed for cause, for violating the provisions of Subsection (B) hereof, refusal to serve or malfeasance in office by the Board of Aldermen.

SECTION 107.120: NON-SEVERABILITY

If any part of Sections 107.110 and 107.120 shall be declared invalid by an Appellate Court of this State, it is the express intent that Sections 107.110 and 107.120 hereof be deemed totally invalid.

SECTION 107.130: DISCLOSURE REPORTS

Each elected official, candidate for elective office and the chief administrative officer shall disclose the following information by May 1, or the appropriate deadline as referenced in Section 105.487, RSMo, if any transactions occurred during the previous calendar year:

- A. For such person, and all persons within the first degree of consanguinity or affinity of such person, the date and the identities of the parties to each transaction with a total value in excess of \$500, if any, that such person had with the political subdivision, other than compensation received as an employee or payment of any tax, fee or penalty due to the political subdivision, and other than transfers for no consideration to the political subdivision.
- B. The date and the identities of the parties to each transaction known to the person with a total value in excess of \$500, if any, that any business entity in which such person had a substantial interest, had with the political subdivision, other than payment of any tax, fee or penalty due to the political subdivision or transactions involving payment for providing utility service to the political subdivision, and other than transfers for no consideration to the political subdivision.
- C. The chief administrative officer and candidates for either of these positions also shall disclose by May 1, or the appropriate deadline as referenced in Section 105.487, RSMo, the following information for the previous calendar year:
 - 1. The name and address of each of the employers of such person from whom income of \$1,000 or more was received during the year covered by the statement;
 - 2. The name and address of each sole proprietorship that he owned; the name, address and the general nature of the business conducted of each general partnership and joint venture in which he was a partner or participant; the name and address of each partner or co-participant for each partnership or joint venture unless such names and addresses are filed

by the partnership or joint venture with the secretary of state; the name, address and general nature of the business conducted of any closely held corporation or limited partnership in which the person owned ten percent or more of any class of the outstanding stock or limited partnership units; and the name of any publicly traded corporation or limited partnership that is listed on a regulated stock exchange or automated quotation system in which the person owned two percent or more of any class of outstanding stock, limited partnership units or other equity interests;

3. The name and address of each corporation for which such person served in the capacity of a director, officer or receiver.

SECTION 107.140: FILING OF REPORTS

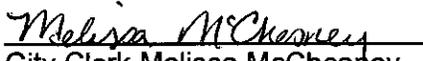
- A. The financial interest statements shall be filed at the following times, but no person is required to file more than one financial interest statement in any calendar year;
1. Every person required to file a financial interest statement shall file the statement annually not later than May 1 and the statement shall cover the calendar year ending the immediately preceding December 31; provided that any member of the Board of Aldermen may supplement the financial interest statement to report additional interests acquired after December 31 of the covered year until the date of filing of the financial interest statement.
 2. Each person appointed to office shall file the statement within thirty days of such appointment or employment covering the calendar year ending the previous December 31;
 3. Every candidate required to file a personal financial disclosure statement shall file no later than fourteen (14) days after the close of filing at which the candidate seeks election. The time period of this statement shall cover the twelve (12) months prior to the closing date of filing for candidacy.
- B. Financial disclosure reports giving the financial information required in Sub-Section 3 above shall be filed with the local political subdivision and with the Missouri Ethics Commission. The reports shall be available for public inspection and copying during normal business hours.

SECTION 3. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause or phrase of this Ordinance shall for any reason be held to be invalid or unconstitutional, that decision shall not affect the validity of the remaining sections, sentences, clauses and phrases of this Ordinance, but they shall remain in effect, it being the legislative intent that this Chapter shall stand notwithstanding the invalidity of any part.

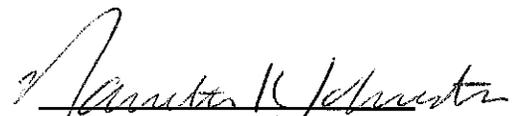
SECTION 4. This Ordinance shall be in full force and effect from and after the date of its passage and approval shall remain in effect for two years from the date of passage. It specifically repeals Ordinance No. 2438.

PASSED and APPROVED this 19th day of August 2014.

ATTEST:


City Clerk Melissa McChesney




Mayor Nanette K. Johnston

CITY OF PARKVILLE

Policy Report

Date: Wednesday, August 13, 2014

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

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Ordinance amending the conditional use permit for the existing cell tower at 6205 Kelly Drive to allow additional antenna & modifications. Case PZ14-20; applicant, T-Mobile.

BACKGROUND:

The applicant, T-Mobile, is requesting approval to amend the conditional use permit (CUP) for the existing lattice communications tower located at 6205 Kelly Drive. The application is proposed to allow replacement of existing antennas with new antennas, modifying, replacing and adding supporting equipment including remote radio units, cable, rectifiers and other equipment and make necessary structural modifications. The tower is the northern most of the two towers on the site and is also identified as the lattice tower (not the monopole tower).

Staff concluded that the proposed tower modifications do not increase the maximum tower height; the new antenna and structural modifications will have little, if any additional impact on the surrounding properties; the tower is exempt from the landscaping / screening, setback and separation requirements; and if modified as recommended, the tower components and foundation have been found to be structurally sufficient by a licensed structural engineer subject to the proposed construction drawings.

This application was subject to a public hearing held before the Planning and Zoning Commission August 12, 2014. All required notices were published, mailed and posted and no public comments or objections were voiced.

BUDGET IMPACT:

With the exception of application and permit fees and any incremental increases from real estate and personal property taxes, there is no budgetary impact.

ALTERNATIVES:

1. Approve the ordinance and CUP as proposed.
2. Approve the ordinance and CUP subject to additional changes.
3. Postpone consideration.

STAFF RECOMMENDATION:

Staff recommends approving the amended CUP subject to:

- The new antenna and tower modifications meeting or exceeding current standards and regulations of the FAA, the FCC, and any other agency of the Federal Government with the authority to regulate towers and antennas;
- As applicable, approval of a building permit, including review of structural modifications by a third party engineer qualified to do such and post construction inspection by the same;

- All new antenna, equipment and tower modifications being of a light, neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible; and
- Implementing all recommendations of the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (Exhibit D) and construction drawing set identified as T-Mobile Site Modernization For Existing Cell Site, Wireless Resources site number A5C0057A, dated March 25, 2014 and sealed by Shelton Keisling March 26, 2014 and by Robert E. Jensen March 27, 2014 (Exhibit C).

PLANNING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission considered the application at the August 12, 2014, meeting and concurred with staff conclusions and recommendation. The Commission recommended approval of the Conditional Use Permit subject to staff recommended conditions by a vote of 6 to 0.

POLICY:

Per Parkville Municipal Code, Section 470.010 and Chapter 483, the Conditional Use Permit is to be approved by the Board of Aldermen by ordinance, after the Planning and Zoning Commission considers the amendment at a public hearing and forwards their recommendation.

SUGGESTED MOTION:

I move that Bill No. 2804, an ordinance amending the conditional use permit for the existing cell tower at 6205 Kelly Drive to allow additional antenna & modifications, be approved for first reading.

I move that Bill No. 2804 be approved on first reading and passed to second reading by title only.

I move that Bill No. 2804 be approved on second reading to become Ordinance No. _____.

ATTACHMENTS:

1. Ordinance
2. Staff report to the Planning and Zoning Commission
3. Application for Conditional Use Permit
4. Construction drawing set identified as T-Mobile Site Modernization For Existing Cell Site, Wireless Resources site number A5C0057A, dated March 25, 2014 and sealed by Shelton Keisling March 26, 2014 and by Robert E. Jensen March 27, 2014
5. Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (except for appendices)
6. Area map (by staff)
7. Site photos (by staff) - **too large to post online, but available upon request**
8. Minutes of the August 12, 2014 Planning and Zoning Commission meeting (by reference)
9. A copy of the letter of notice mailed certified mail to property owners within 185 feet of the subject property (by reference)
10. Public hearing notice published in the Platte County Landmark July 23, 2014 (by reference)
11. Appendices A, B and C of the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (containing General Conditions, Tower Modification Details and Structural Calculations and Diagrams) (by reference)
12. Parkville Municipal Code Title IV, Chapter 471, Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers (by reference)
13. Tower lease agreement demonstrating the authority to make application (by reference)

ORDINANCE AMENDING THE CONDITIONAL USE PERMIT FOR THE EXISTING LATTICE CELL TOWER AT 6205 KELLY DRIVE TO ALLOW ADDITIONAL ANTENNA & MODIFICATIONS

WHEREAS, by application PZ14-20, T-Mobile, petitioned to amend the conditional use permit for the existing lattice communications tower located at 6205 Kelly Drive to allow installation of six new antennas and associated equipment; and

WHEREAS, the antennas and other equipment and modifications are depicted and detailed in the construction drawing set identified as T-Mobile USA, Inc. Site Modernization for Existing Cell Site. Site # A5C0057A, 6205 Kelly Drive by SSC and dated and sealed by Robert E. Jenson PE, on March 27, 2014, all attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the subject tower and antenna were constructed in March 1997; and

WHEREAS, per Parkville Municipal Code, Title IV, Chapter 471, Section 471.020, C, any tower or antenna permitted prior to November 4, 1997 is considered pre-existing and is not subject to a conditional use permit; and

WHEREAS, the proposed antennas and accessory equipment are not exempt from Section 471.020, C as the antennas were not permitted prior to November 4, 1997 and therefore are not considered pre-existing and require a conditional use permit per Section 471.040; and

WHEREAS, accordingly a public hearing before the Parkville Planning and Zoning Commission was held on August 12, 2014 and all public notices required by the Parkville Municipal Code were published, mailed and posted as required prior to the meeting; and

WHEREAS, the antennas and accessory equipment were evaluated by a professional engineer and found to be able to meet applicable standards as evidenced in the Structural Analysis Report for 6205 Kelly Drive by SSC, dated and sealed by Michael L. Owens, PE on June 9, 2014, attached hereto and incorporated herein by reference as Exhibit B; and

WHEREAS, following consideration the Planning and Zoning Commission determined that the addition of antennas and accessory equipment met the intent of the zoning code to the extent it applied and unanimously recommended approval by a vote of 6 to 0 subject to the conditions contained herein; and

WHEREAS, the Board of Aldermen concurs with the Planning Commission's conclusions and accepts their recommendation;

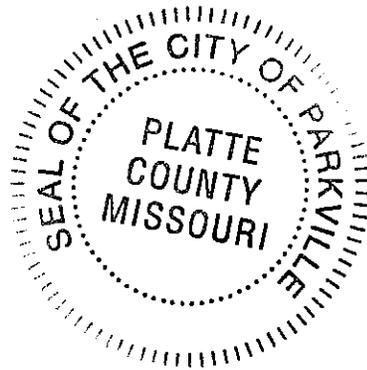
NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

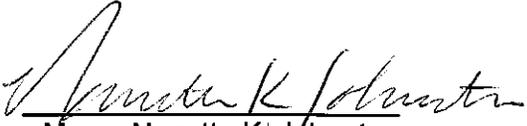
Section 1. An amended Conditional Use Permit for the existing monopole cell tower at 6205 Kelly Drive is hereby approved in accordance with the construction drawings and structural analysis report attached hereto and incorporated herein by reference as Exhibits A & B, and subject to the following conditions:

1. the new antenna and tower modifications meeting or exceeding current standards and regulations of the FAA, the FCC, and any other agency of the Federal Government with the authority to regulate towers and antennas;
2. approval of a building permit, including review of structural modifications by a third party engineer qualified to do such and post construction inspection by the same;
3. all new antenna, equipment and tower modifications being of a light, neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible; and
4. all recommendations of the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (Exhibit D) and construction drawing set identified as T-Mobile Site Modernization For Existing Cell Site, Wireless Resources site number A5C0057A, dated March 25, 2014 and sealed by Shelton Keisling March 26, 2014 and by Robert E. Jensen March 27, 2014 being met.

Section 2. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 19th day of August 2014.





Mayor Nanette K. Johnston

ATTESTED:



City Clerk Melissa McChesney



Staff Analysis

Agenda Item: **4.B**

Proposal: Application for a conditional use permit to allow additional antenna & modifications to existing cell tower at 6205 Kelly Drive.

Case No: PZ14-20

Applicant: T-Mobile – represented by SSC, Inc.

Owner: Wireless Resources 96, LLC

Location: 6205 Kelly Drive

Zoning: “I-2” Light Industrial District

Parcel #: 20-7.0-26-200-002-072.001

Exhibits:

- A. This staff report
- B. Application for Conditional Use Permit
- C. Construction drawing set identified as T-Mobile Site Modernization For Existing Cell Site, Wireless Resources site number A5C0057A, dated March 25, 2014 and sealed by Shelton Keisling March 26, 2014 and by Robert E. Jensen March 27, 2014
- D. Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (except for appendices)
- E. Area map (by staff)
- F. Site photos (by staff)
- G. Additional exhibits as may be presented at the public hearing

By Reference:

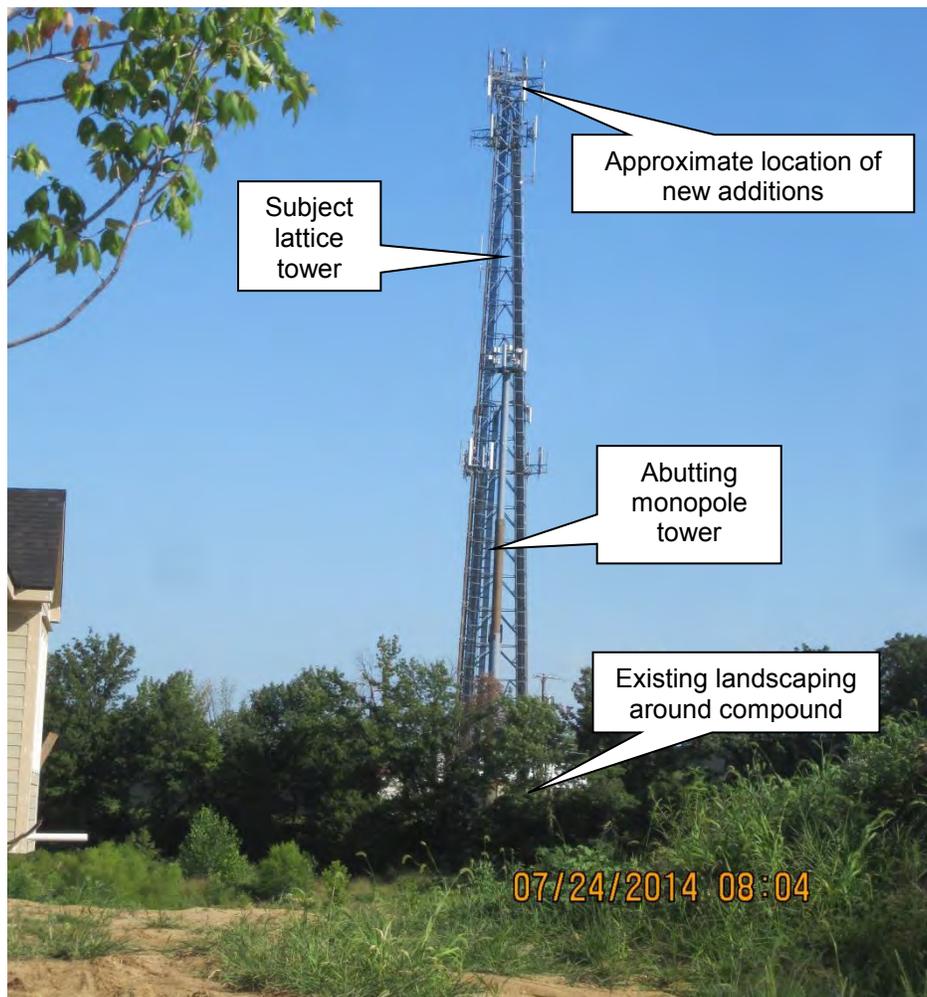
- A. A copy of the hearing notice letter mailed to property owners within 185 feet of the subject property
- B. Public hearing notice published in the Platte County Landmark July 23, 2014
- C. Appendices A, B and C of the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (containing *General Conditions*, *Tower Modification Details* and *Structural Calculations and Diagrams*)
- D. Parkville Municipal Code Title IV, Chapter 471, *Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers*
- E. Tower lease agreement demonstrating the authority to make application

Overview

The applicant, T-Mobile, is requesting approval to amend the conditional use permit (CUP) for the existing lattice communications tower located at 6205 Kelly Drive. The application is proposed to allow installation of six new antennas, and install new ground equipment and other

associated changes. The subject tower is the northern most of the two towers on the site and is also identified as the lattice tower (not the monopole tower). Specifically, the applicant proposes to:

- Install six new Andrew quad-port antennas centered at a height of 214 feet (see pages A-3 and A-4 of Exhibit C);
- Install new Nokia remote radio units (RRU's) (see pages A-3 and A-4 of Exhibit C);
- Install a new flexi equipment and panel, junction box, cable and associates equipment (see pages A-1 and A-2 of Exhibit E);
- Install new hybrid cable to the RRU's (see pages A-3 and A-10 of Exhibit E);
- Install coax hangers, connectors, jumpers and other related equipment (see Exhibit E); and
- Make structural modifications to the tower in accordance with the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (Exhibit D).



Looking toward the subject site from Limestone Road to the southeast

The subject tower was constructed March 1, 1997. Per Section 471.020, C, any tower or antenna permitted prior to November 4, 1997 is considered pre-existing and is not subject to a conditional use permit. However, the proposed antennas and other new equipment are not exempt as pre-existing and require an amendment to the existing conditional use permit per Section 471.040. The tower, remainder of existing antennas and equipment and the tower

compound are depicted in the application and discussed herein, but are not subject to this application or the proposed conditional use permit.

Review and Analysis

Parkville Municipal Code, Chapter 471, *Regulations Governing the Installation and Operation of Telecommunication Antennas and Towers*, Section 471.040, D of the code establishes “*Criteria Considered in Granting Conditional Use Permits*”. Following are staff findings for each of the applicable criteria.

1. **Maximum tower height.** The tower is pre-existing at a height of 223 feet tall. City regulations restrict the maximum tower height to 180 feet above the existing ground level. However, since the tower is pre-existing, the maximum height regulations do not apply. Rather, the primary consideration here is the height of the new antennas. They are proposed at a height of 214 feet. Although this exceeds the maximum height regulations, the new antennas do not increase the height of the tower making it further non-conforming. Further, since the antennas are to replace existing antennas no additional visual impact will be realized.
2. **Location and design.** Section 471.030 includes criteria related to location and design which are intended to minimize the impacts on surrounding properties, particularly residential properties. The new antenna and structural modifications will have little, if any additional impact on surrounding properties. Although visible from the surrounding properties, the new antennas will not stand out from existing antennas on the tower. However, to ensure this, the new antenna should be a light, neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible.
3. **Landscaping / Screening.** Section 471.040, H calls for the tower and equipment to be landscaped with a buffer of plant materials that effectively screen the view of the tower compound from the adjacent residential property and to preserve existing mature tree growth and natural land forms on the site to the maximum extent possible. With the exception of the new flexi equipment no new cabinets or substantial exterior modifications are proposed. Although the applicant is encouraged to partner with the residential property owner to the south to screen the compound, staff concludes that the compound and ground equipment are pre-existing, non-conforming and are exempt from the landscaping and screening requirements.
4. **Setback and separation.** Section 471.040, F, requires a 500 foot setback from residential structures and a quarter mile minimum separation from other towers. The existing tower does not meet the current property setbacks or minimum separation from another tower (too close to the monopole tower on the same site). However, since the subject tower and abutting monopole tower are both pre-existing, non-conforming and the proposed changes do not affect setback or separation, staff has concluded this standard does not apply.
5. **Tower design and structural stability.** Included with the application was a Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (see Exhibit D). The analysis considered existing plus proposed equipment for the tower and concludes tower modifications are necessary to accommodate the additional load of the proposed improvements. The report concludes that without modifications the improvements cause overstressing of the tower’s diagonal and horizontal / girt sections and the tower bolts causing these components to exceed the maximum

allowable stress. The report concludes that with the designed structural modifications the tower can comply with applicable structural standards. Specifically the report recommends replacing existing main diagonals and horizontals in six identified locations.

6. **CUP period.** The existing CUP was approved indefinitely in 2011. Conditional use permits are typically approved with defined approval period / sunset (typically for a 1- to 20-year period), but in the case of pre-existing towers, staff does not recommend restricting the duration of the approval since the rest of the improvements are allowed in perpetuity.

Staff Conclusion and Recommendation

Staff concludes that the proposed tower modifications do not increase the maximum tower height; the new antenna and structural modifications will have little, if any additional impact on surrounding properties; the tower is exempt from the landscaping / screening, setback and separation requirements; the tower components and foundation have been found to be structurally sufficient by a licensed structural engineer subject to the proposed construction drawings.

Staff recommends approval subject to the following:

- The new antenna and tower modifications meeting or exceeding current standards and regulations of the FAA, the FCC, and any other agency of the Federal Government with the authority to regulate towers and antennas;
- As applicable, approval of a building permit, including review of structural modifications by a third party engineer qualified to do such and post construction inspection by the same;
- All new antenna, equipment and tower modifications being of a light, neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible;
- Implementing all recommendations of the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014 (Exhibit D) and construction drawing set identified as T-Mobile Site Modernization For Existing Cell Site, Wireless Resources site number A5C0057A, dated March 25, 2014 and sealed by Shelton Keisling March 26, 2014 and by Robert E. Jensen March 27, 2014 (Exhibit C); and
- Any additional conditions the Planning and Zoning Commission determines are necessary to meet the requirements of Chapter 471.

It should be noted that this recommendation is made without knowledge of facts and testimony which may be presented during the required public hearing and that the conclusions herein are subject to change as a result of evaluating additional information.

Necessary Action

Following consideration of the proposed CUP and any testimony presented during the public hearing, the Planning Commission should recommend approval or denial of the application (with or without conditions) unless otherwise postponed. Unless tabled, the Planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

End of Memorandum

8-5-14

Sean Ackerson, AICP
Assistant City Administrator /
Community Development Director

Date



Application #: P214-20
 Date Submitted: 7/16/14
 Public Hearing: 8/12/14
 Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0018

Application for Conditional Use Permit (CUP)

1. Applicant / Contact Information

Applicant(s)
 Name: T-Mobile
 Address: 12980 Foster, Ste 200
 City, State: Overland Park, KS 66213
 Phone: 913.438.7700 Fax: 438.7777
 E-mail: janderson@ssc.us.com
Engineer / surveyor(s) preparing legal desc.
 Name: SSC
 Address: 9900 W. 109th St., Ste. 300
 City, State: Overland Park, KS 66210
 Phone: 913.438.7700 Fax: _____
 E-mail: janderson@ssc.us.com

Owner(s), if different from applicant
 Name: Wireless Resources 96, LLC
 Address: 7106 Countrywood Ln.
 City, State: Parkville, MO 64152
 Phone: 816.891.8012 Fax: _____
 E-mail: _____
Contact Person
 Name: Justin Anderson, SSC
 Address: 9900 W. 109th St., Ste 300
 City, State: Overland Park, KS 66210
 Phone: 913.438.7700 Fax: 438.7777
 E-mail: janderson@ssc.us.com

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that rezoning in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) [Signature] Date: 7/14/14
Property Owner's Signature (Required) Required to consent via attached lease Date: _____

2. Proposed Conditional Use (see also Checklist of required submittals)

Proposed use: Wireless Facility (Colo) Requested length of permit: 10 years
 Description: Replace (6) existing antennas with like kind & amount. Install ground equipment
 Proposed days and hours of operation: 24/7/365

3. Property Information (see also Checklist of required submittals)

Property address / general location: 6205 Kelly Dr., Parkville, MO
 Parcel ID Number: 20-7.0-26-200-002-0-72.00 Zoning: _____
 Present use of the property: Industrial / Wireless facility
 Length of use (or vacancy): 10+ years

Application #: P214-20

3. Neighboring land uses and zoning

Describe the existing land use and zoning on the surrounding properties:

	<u>Existing Land Use</u>	<u>Existing Zoning</u>
North:	<u>Industrial</u>	
South:	<u>Quarry</u>	
East:	<u>Industrial</u>	
West:	<u>Vacant</u>	

Attach a narrative addressing: the general character of the surrounding properties; the effects of the proposed use on nearby property; the suitability of the site for the proposed use; adequacy of area roads, public utilities and public services necessary to serve the use; consistency with the City's adopted Master Plan; and any other information relevant to the application.

5. Checklist of required submittals

- Completed application, including all required details and supporting data.
- Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication and certified notice to adjacent property owners.
- List of names and addresses of all property owners within 185' of the property.
- Complete written and graphical legal description of subject property in paper and electronic formats, an area map showing the subject property and surrounding major features including roads.
- A site plan showing property boundaries, existing and proposed topography, structures, parking utilities, landscaping, signage, facades and other site features related to the proposed CUP.
- Authorized signature of the applicant and property owner.

For City Use Only

Application accepted as complete by: Sean Ackerson 7/16/14
Name/Title Date

Application fee payment: Check # 13034 M.O. Cash \$300.00 kg
 Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: _____

Board of Aldermen Action: Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: _____

Construction Drawings

Due to the large file size, this document is on file with the City Clerk and is available upon request.



TOWER ANALYSIS REPORT

T-Mobile

A5C0057, Wireless Resources

SSC # MO-0501-F-Mod

June 9, 2014

SSC Inc.

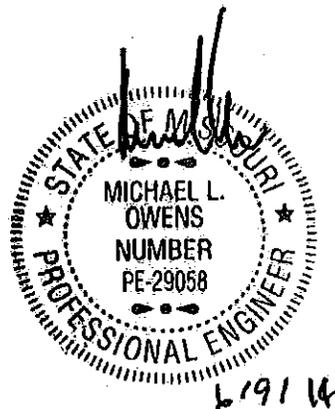
9900 W. 109th St. #300, Overland Park, KS 66210

Ph: (913) 438-7700 Fax: (913) 438-7777

serve solve communicate

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Recommendations	6
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Tower Modification Details	Appendix B
Structural Calculations and Diagrams	Appendix C



GENERAL TOWER INFORMATION

Date:	June 9, 2014
Site Name:	Wireless Resources
Site Location:	Parkville, Platte County, MO
Site Number:	A5C0057
Proposed Carrier:	T-Mobile
Tower Height:	220'
Tower Type:	Self Support
Tower Manufacturer:	Andrew Grasis Tower
Structural Classification:	II
Wind Loading:	90 mph w/o ice
Wind and Ice Loading:	40 mph w/ 0.75" ice
Serviceability Criteria:	60 mph w/o ice
Exposure Category:	C
Topographic Category:	1
Seismic Criteria:	$S_s = 0.13$
SSC Project Numbers:	MO-0501-F-Mod

Introduction

Selective Site Consultants, Inc. (SSC) has performed a rigorous structural analysis for the referenced existing communication tower. The purpose of this analysis is to determine the overall stability and structural adequacy of the existing structure to accommodate the proposed changed condition in accordance with TIA-222-G.

Source of Data

Our analysis is based on information regarding the tower structure and existing loading information contained in a tower mapping report by Hightower Solutions, Inc. dated August 31, 2010, a structural analysis report by Tower Technology, Inc. (Job #F-795) dated September 8, 2011, current photos, and email. Proposed antenna loading is from T-Mobile RFDS Configuration Sheet dated January 24, 2014 and an email dated May 2, 2014.

This analysis assumes all leg members are fabricated from A572 Gr. 50 ksi steel. Anchor bolts are assumed as grade A449. In addition, all other bracing members, horizontal members and miscellaneous members are assumed to be fabricated from 36 ksi material.

A rigorous structural analysis was performed utilizing tnxTower Version 6.1 software. The calculations were performed in accordance with TIA-222-G 'Structural Standard for Antenna Supporting Structures and Antennas'. The tower was analyzed for TIA-222-G specified load combinations, with the specified loads, as reproduced in General Tower Information of this report. Structural Classification, Exposure Category, and Topographic Category are also listed General Tower Information of this report. Topographic Category and the height of topographic features were estimated from USGS Quadrangle maps. This analysis considers wind from all specified directions. See the Appendix C for structural calculations.

Antenna and Transmission Line Loading

Our understanding of the antenna and transmission line loading conditions is shown below.

Antenna Status	Qty	Antenna Vender	Antenna Type	CL Elev. Ant./Mount	Mount	Azimuth	Feed Line
Existing	9	Unknown	24" x 6" x 8.5" Panel	225'/214'			(9) 1-5/8" Coax
Proposed (T-Mobile)	6	Andrew	TMBXX-6517-A2M w/ (3) FRIGs, (4) FXFBs, & (1) COVP	214'/214'	(3) Sector Mounts	Sectored	(6) 2-1/4" Coax, (6) 1-5/8" Coax, &
	3	Commscope	DBXNH-6565B-VTM				(1) 1-5/8" Hybrid Cable

Antenna and Transmission Line Loading, continued

Antenna Status	Qty	Antenna Vender	Antenna Type	CL Elev. Ant./Mount	Mount	Azimuth	Feed Line
Existing	6	Cellmax	CMA-B/6521/E0-6	200'197'	(3) Sector Mount	Sectored	(9) 1-5/8" Coax
Existing	1	Unknown	10' Whip	192'8"/187'8"	(1) Standoff	N/A	(1) 7/8" Coax
Existing	1	Unknown	10' Whip	162'6"/157'6"	(1) Standoff	N/A	(1) 1-1/4" Coax
Existing	4	EMS	FR65180 DVL w/ (8) TMAs	117'9"/117'9"	Pipe	Unknown	(8) 1-5/8" Coax
Existing	3	Antel	BXA-70063/8CF	104'6"/104'6"	(3) Sector Mount	Sectored	(12) 1-5/8" Coax
Existing	3	Antel	BXA-80063/8CF				
Existing	3	Antel	BXA-171063/12CF_2 w/ (6) TMAs				

Notes:

1. In addition to the above listed antennas, the tower was analyzed with a lightning rod and beacon at 220', and sidelights at 110'

Structural Analysis Results

The analysis of the existing tower with the proposed loadings installed indicates member overstressing according to TIA-222-G standards. Results of the analysis are shown below:

Unmodified Tower Section	Max % Allowable Stress
Leg	90.5
Diagonal	151.8
Horizontal/Girt/	116.0
Redundant Bracing	84.8
Inner Bracing	1.5
Bolts	142.9
Anchor Bolts	42.3

Structural Analysis Results Continued

The analysis of the tower as modified in the Recommendations Section of this report with the proposed loadings installed indicates no member overstressing according to TIA-222-G structural standards. Results of the analysis are shown in the following table and calculations may be found in Appendix C:

Modified Tower Section	Max % Allowable Stress
Leg	91.3
Diagonal	98.0
Horizontal/Girt/ Redundant Bracing	99.7
Inner Bracing	1.8
Bolts	99.3
Anchor Bolts	41.3

Foundation Analysis Results

Reactions corresponding to the proposed loading were investigated and compared to the foundation capacity as analysis based on the mapped foundation report by Andrew Tower (DWG #SF-97118) dated February 4, 1997 and Geotechnical report by Terracon (Project #02975003) dated January 22, 1997. Reactions are duplicated in the following table:

Base Reaction	Analyzed Foundation Capacity	Max Proposed Loading, kips	% Design Value
Comp./leg, kips	1020	455	45
Uplift/leg, kips	670	371	55

Reactions corresponding to the proposed loading are less than the analyzed capacities of the tower foundation. Assuming the original foundation was properly installed for the correct geotechnical conditions, the foundations can be **considered adequate** for the proposed loading condition.

Recommendations

It is our conclusion that the tower as modified **does comply** with TIA-222-G Structural Standards under the proposed loading conditions, providing the following modifications are implemented:

- Replace existing main diagonals at (6) locations. See appendix B
- Replace existing main horizontals at (5) locations. See appendix B

If the proposed loading conditions are different or change from those analyzed, this report shall be deemed obsolete and further investigation will be required.

If you have any questions or comments, please do not hesitate to call.

Sincerely,

Tyler Monnett, E.I.T.

Tyler Monnett, E.I.T

PZ14-20
Area Map - CUP amendment – T-Mobile 6205 Kelly Drive



CITY OF PARKVILLE

Policy Report

Date: Wednesday, August 13, 2014

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

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Application for final site plan approval for a 60' monopole, training tower in the "B-P" Business Park District. *Case PZ14-24, Applicant, Pinnacle Career Institute*

BACKGROUND:

The applicants propose a site plan for a monopole training tower west of the existing telecommunications tower 16203 Highway 45. A similar lattice training tower was unanimously approved and constructed on the same site earlier this year. Like the lattice tower, the proposed monopole tower would not be functional for telecommunications. Instead it is to be used to train technicians to climb, navigate obstacles and similar field training. The applicant proposes the field training to augment classroom training to be offered outside Parkville. Students are proposed to be shuttled in so no additional parking is proposed. Instead, an area is to be set aside to ensure adequate room for parking should it be needed in the future.

Staff concluded that the proposed site plan meets the intent of the B-P district standards, the proposed development is as compatible with the projected uses in the abutting business park and the plans are compatible with the previously approved site plans for the existing lattice tower.

At their August 12, 2014, meeting, the Planning and Zoning Commission considered the application and discussed the design and screening.

BUDGET IMPACT:

With the exception of application and permit fees and any incremental increases from real estate and personal property taxes, there is no budgetary impact.

ALTERNATIVES:

1. Approve the site plan subject to staff recommended conditions.
2. Approve the site plan subject to additional changes.
3. Postpone this item for future consideration.

STAFF RECOMMENDATION:

Staff recommends approval subject to the following conditions:

- sidewalks or trails be deferred until such time as development on abutting properties warrants the improvements or they can be coordinated with trail improvements on 45 Highway; and
- review and approval by the Public Works Director and inclusion of any recommended storm water management improvements necessary, if any; and
- setting aside an additional 2,000 square feet of open space abutting the existing parking area as a landbank for future parking, if needed in the future; and

- approval of a final landscaping plan by the Community Development Director prior to issuance of a building permit with construction prior to issuance of a final occupancy permit.

PLANNING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission considered the application at the August 12, 2014, meeting and concurred with staff conclusions and recommendation. The Commission recommended approval of the final site plan subject to staff recommended conditions unanimously by a vote of 6 to 0.

POLICY:

Per Parkville Municipal Code Section 443.050, *Procedure and Submission Requirements*, site plan/development plans are to be approved by the Board of Aldermen following consideration and recommendation by the Planning and Zoning Commission. Final site plans are to be approved by the Community Development Director, if in substantial compliance with the preliminary plan. In this case, the applicant has combined the preliminary and final plan into one document requiring Board approval.

SUGGESTED MOTION:

I recommend approval of the final site plan for a 60' monopole, training tower in the "B-P" Business Park District, subject to staff recommended conditions.

ATTACHMENTS:

1. Staff report to Planning Commission
2. Site Plan/Development Plan Application
3. Construction drawings for Pinnacle Training Tower, prepared by SSC, Overland Park, Kansas, last revised 2-3-14 and signed and sealed 3-4-14
4. Ambor Structures Training Tower detail sheet dated June 20, 2014
5. Ambor Structures tower illustration set - 12 sheets (not dated)
6. Site rendering showing proposed monopole on existing site (not dated)
7. The Parkville Municipal Code Title IV, Zoning Code, including but not limited to Chapters 443, "B-P" Business Park District Regulations and 460, Vehicle Parking (by reference)

Note: Attachments 4-6 were too large to post online, but are available upon request.



Staff Analysis

- Agenda Item: 5.A
- Application: Application for plan approval for a 60' training tower in the "B-P" Business Park District
- Case No: PZ14-24
- Applicant: Pinnacle Career Institute, Overland Park, KS
- Location: 16203 Hwy 45, Parkville, generally located south of 45 Hwy west of Ensign Dr
- Property owner: Kansas City Power & Light
- Zoning: "BP" Business Park District
- Parcel #: 20-4.0-19-000-000-016.001
- Exhibits:
- A. This staff report
 - B. Site Plan/Development Plan Application
 - C. Construction drawings for Pinnacle Training Tower, prepared by SSC, Overland Park, Kansas, last revised 2-3-14 and signed and sealed 3-4-14
 - D. Ambor Structures Training Tower detail sheet dated June 20, 2014
 - E. Ambor Structures tower illustration set - 12 sheets (not dated)
 - F. Site rendering showing proposed monopole on existing site (not dated)
 - G. Additional exhibits as may be presented during the meeting
- By reference:
- A. The Parkville Municipal Code Title IV, Zoning Code, including but not limited to Chapters 443, "B-P" Business Park District Regulations and 460, Vehicle Parking

Overview

The applicant is proposing to install a new 60' monopole training tower at 16203 Hwy 45. Earlier this year the Planning and Zoning Commission and Board of Aldermen unanimously approved a site plan for a 60' lattice training tower in conjunction with rezoning the same property to "B-P" Planned Business District. The application proposes to modify the previously approved plans by adding the new monopole training structure in the southeast corner of the compound (see Exhibit C). The new structure is proposed to be approximately 60 feet tall and 7 feet wide at the base. Like the approved lattice tower, the proposed tower will include a platform at the top of the tower and the applicants will utilize the tower to provide climbing, repair and safety training.

The existing compound is located on 6.28 acres owned by Kansas City Power and Light, who has lease the property to the applicant and has authorized the additional on and offsite improvements.

Analysis and Comments

The application has been reviewed against the City of Parkville's Municipal Code, including but not limited to, Title IV, Chapter 443, "*B-P Business District Regulations*". Based on the information received to date, the primary consideration of approval is consistent with the previously approved development plans, consistent with the intent and permitted uses in the B-P district, conformance with the applicable height, area and bulk standards, compatibility with design and performance standards and general compatibility with the standards set for the development of the abutting property to the east and south.

1. **Consistency with intent and permitted uses in the B-P district.** Section 443.010 defines the purpose of the district as providing for "a mixture of office, research and development, warehousing, distribution, light industrial and limited retail and service uses in a planned business park setting." This section calls for "high-quality development with increased amenities and open space." Although a training center is not mentioned, Section 443.020,2, permits "private and technical schools and company training centers." The proposed use would be classified as such and the Commission previously determined that a training tower is a permitted use.
2. **Height, area and bulk.** The proposed development meets the proposed height, area and bulk regulations. Specifically, the proposed site plan meets the minimum lot area, width and depth, exceeds all required setbacks, height requirements and maximum lot coverage standards. With regard to height, Section 443.030,5,b, *Structures other than buildings, accessory buildings and signs*, allows height up to 75' "provided such structure is set back from all property lines a distance equal to or greater than its height." The training tower is proposed to be 60' tall to the top of the structure and 7' at the base. The tower is proposed to be setback well in excess of 60' from all property lines.
3. **Compatibility with design and performance standards.** Section 443.040, sets out design and performance standards. With staff recommended changes, the application is generally consistent with the design and performance standards to the extent they apply (note that many of the standards are not applicable to this application).
 - **General design standards:** The design is consistent with the general design standards except that no sidewalks or pedestrian accommodations are provided. Although required, no other pedestrian accommodations exist along this stretch of 45 Highway and construction at this time would not serve any near-term purpose. Staff recommends that sidewalks or trails be deferred until such time as development on abutting properties warrants the improvements or they can be coordinated with trail improvements on 45 Highway.
 - **Storm water management:** As a condition of approval, staff recommends review and approval by the Public Works Director and inclusion of any recommended storm water management improvements necessary, if any.
 - **Open space:** The open space standards call for open space, natural areas, recreation amenities and other open space improvements. Although no permanent open space is proposed at this time, the site plans show developing only a small portion of the site (less than 25%). The remainder of the site is to be left open until such time as the property owner, KCP&L, pursues development of an electrical substation. Per plans supplied by KCP&L, the substation, telecommunications tower and training tower would be expected to cover approximately 50% of the site. The balance or a portion thereof would be required to be dedicated to open space and resource preservation as

necessary to meet the district requirements at that time. Meanwhile, the intent is met and no natural resources are proposed to be or would be approved to be altered.

- **Landscaping:** The previously approved plan proposed a combination of pin oak, Austrian Pine, upright juniper and Norway Spruce clustered around the north and west sides of the compound with the intent of screening the view from 45 Highway. The installation of the landscape materials was deferred to this fall to avoid material loss during the hot summer months.

Since approval, the applicants have determined that the site can be better screened with a construction of short berm along the 45 Highway frontages and a different mix of landscaping materials. The site plan submitted shows landscaping on three sides of the tower compound – north, south and west. Staff has recommended concentrating the materials along the north and west compound sides, both of which are visible from 45 Highway. Miller's Nursery has initially proposed using Burning Bush along the north fence line to provide maximum screening to 45 Highway. Burning Bush was used to effectively screen the existing AT&T tower to the east. Miller's has also proposed using ornamental grasses along the top of the berm and along the fence line to the west.

As of the time of this report the final landscaping plans have not been completed. Staff recommends any approval be subject to final review and approval of the landscape plan by the Community Development Director prior to issuance of a building permit and installation prior to issuance of an occupancy permit.

- **Parking:** The application proposes utilizing the existing parking / turnaround area (west of the existing telecommunications tower). Per the parking regulations, the application is subject to the requirements of Chapter 460 which would require 10 to 20 spaces per classroom for a college or technical school. The applicants previously indicated that students will be from outside the state and will not have personal vehicles and are to be shuttled between the site and off-site classrooms, eliminating the need for parking except for the shuttle van. They have confirmed the same is true for the new tower.

The district regulations allow for land-banking in this case. With the prior approval the City allowed the applicant to land bank parking, in lieu of requiring the 10 - 20 parking spaces to be constructed. If needed in the future, the owner is obligated to construct the necessary parking lot improvements. Based on the parking design criteria in Chapter 460 approximately 6,000 to 12,000 square foot would accommodate 10 – 20 spaces and necessary turnarounds. The existing parking area is approximately 4,000 square feet and over 75% of the remainder of the site is undeveloped, providing ample room for future parking. Approval of the prior application included a requirement to set aside a minimum of 2,000 square feet of open space abutting the existing parking area as a land-bank for future parking, should it ever be needed.

No additional parking demand is projected for the new tower and staff recommends no additional parking or land-bank is required.

4. **Compatibility with plans and standards set for the abutting Business Park development.** In 2006, development plans were approved for the Vertical Ventures III Business Park on the 68 acres to the south and west of the subject site. The development has not proceeded since approval due to a downturn in the economy and other related factors. To date all that exists on the property is a manufacturing company to the east and another telecommunications tower abutting to the south. Although the development approved with the B-P zoning has not proceeded, the approved plans are still the plans of

record and valid until otherwise repealed or new plans are approved. Although the existing development has an industrial character, per the approved plans, the new development along the 45 Highway frontages is to be office in nature. The proposed tower and associated building would not generally be considered compatible with the projected office uses. Instead a tower use would be recommended for properties away from public visibility. However, the existing telecommunications tower on the site, the projected future electric substation and the existence of a second telecommunications tower on the site immediately abutting to the south, make the proposed improvements as compatible as existing improvements on the subject site and abutting properties.

Staff Conclusion and Recommendation

Staff concludes that the proposed site plan generally meets the intent of the B-P district standards and regulations subject to conditions recommended below. Further, the proposed development is as compatible with the projected uses in the abutting business park as the existing and projected uses on the subject site and the immediately abutting site to the south. Last the plans are compatible with the previously approved site plans for the existing lattice tower. Staff recommends approval subject to the following conditions.

- sidewalks or trails be deferred until such time as development on abutting properties warrants the improvements or they can be coordinated with trail improvements on 45 Highway;
- review and approval by the Public Works Director and inclusion of any recommended storm water management improvements necessary, if any;
- setting aside an additional 2,000 square feet of open space abutting the existing parking area as a land-bank for future parking, if ever needed; and
- approval of a final landscaping plan by the Community Development Director prior to issuance of a building permit with construction prior to issuance of a final occupancy permit.

Necessary Action

Following consideration of the site plan and supporting information, the factors discussed above and any information presented at the meeting, the Planning Commission should approve, approve with conditions, deny, or postpone the application. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen on Tuesday, August 19, 2014 for final action.

Sean Ackerson, AICP Assistant City Administrator / Community Development Director	<u>8-7-14</u> Date
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Application #: PZ14-24
Date Submitted: 7-14-14
Meeting Date: 8-12-14
Date Approved: _____

CITY OF PARKVILLE • 8990 Clark Avenue • Parkville, MO 64152 • (816) 741-7878 • FAX: (816) 741-6018

Site Plan / Development Plan Application

1. Applicant / Contact Information

Applicant(s)
Name: Matt Killday
Company: Pinnacle Career Institute
Address: 16221 Foster Street
City, State: Overland Park, KS
Phone: 913-951-5600 Fax: _____
E-mail: mkillday@pcitraining.edu

Owner(s), if different from applicant
Name: Mike Bler
Company: KCP & L
Address: 4400 E. Front Street
City, State: Kansas City, MO
Phone: 816-245-3987 Fax: _____
E-mail: mike.bler@kcpl.com

Person(s) preparing plans
Name: Lovelace & Associates
Company: Lovelace & Associates
Address: PO Box 68
City, State: Leas Summit, Mo
Phone: 816-347-9979 Fax: _____
E-mail: act@lovelaceassociates.com

Contact Person, if different from applicant
Name: Matt Killday
Company: Pinnacle Career Institute
Address: 16221 Foster Street
City, State: Overland Park, KS
Phone: 913-951-5600 Fax: _____
E-mail: mkillday@pcitraining.edu

We, the undersigned, do hereby authorize the submital of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) [Signature] Date: 7/16/14

Property Owner's Signature (Required) [Signature] Date: 7/21/14

2. Property Information

Zoning district: BP 16203
Address and general location: 48250 NW 45 Hwy Parkville, Mo
Legal description (may be attached): 20-4.0-19-000-000-016.001

Description of proposed use(s): 60' Monopole Training tower w/7.5' base and a platform.
Training Monday - Friday Approximately 4 months out of the year.

Gross acreage of lot: _____ Net acreage of lot: _____
Open space acreage: _____ Lot coverage: _____

Is proposal an alteration to an existing building or new construction? alteration new construction

Final

Application #: PZ14-24

1. Factors affecting the project

Are any public improvements required for this project? Landscaping/Berm

Explain (may be attached): _____

Does the proposed site / development plan meet the following criteria? Attach a separate Yes No sheet explaining how / why.

Does the proposal conform to the provisions of the City's Zoning Code?

Does the proposal conform to the provisions of the City's subdivision regulations?

Does the proposal conform to the goals and objectives of the City's Master Plan?

Is the proposed development compatible with the surrounding area?

Does the proposal conform to customary engineering standards used in the City?

Are the streets, paths, walkways and driveways located so as to enhance connectivity, circulation and safety and minimize any adverse traffic impact on the surrounding area?

Please note below other comments or factors relating to the proposed development (may be attached):
Adding landscaping and berm to better screen compound from 45 Hwy and to the west.

2. Checklist of required submittals

- Completed application, including site plan with all required details and supporting data.
- Nonrefundable application fee of \$300.00.
- Five (5) copies 24" x 36" size, or larger sets, one (1) 11 x 17 size set, and one (1) electronic set (pdf format) of the development plan and elevations for staff and service providers review. Please note additional copies will be required for submittal to the Planning Commission, and Board of Aldermen.
- Five (5) paper copies and one (1), electronic copy (pdf format) of any supporting documentation for staff and service providers review. Please note additional copies will be required for submittal to the Planning Commission, and Board of Aldermen.
- Authorization signature of the applicant and owner of record of the property.
- If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

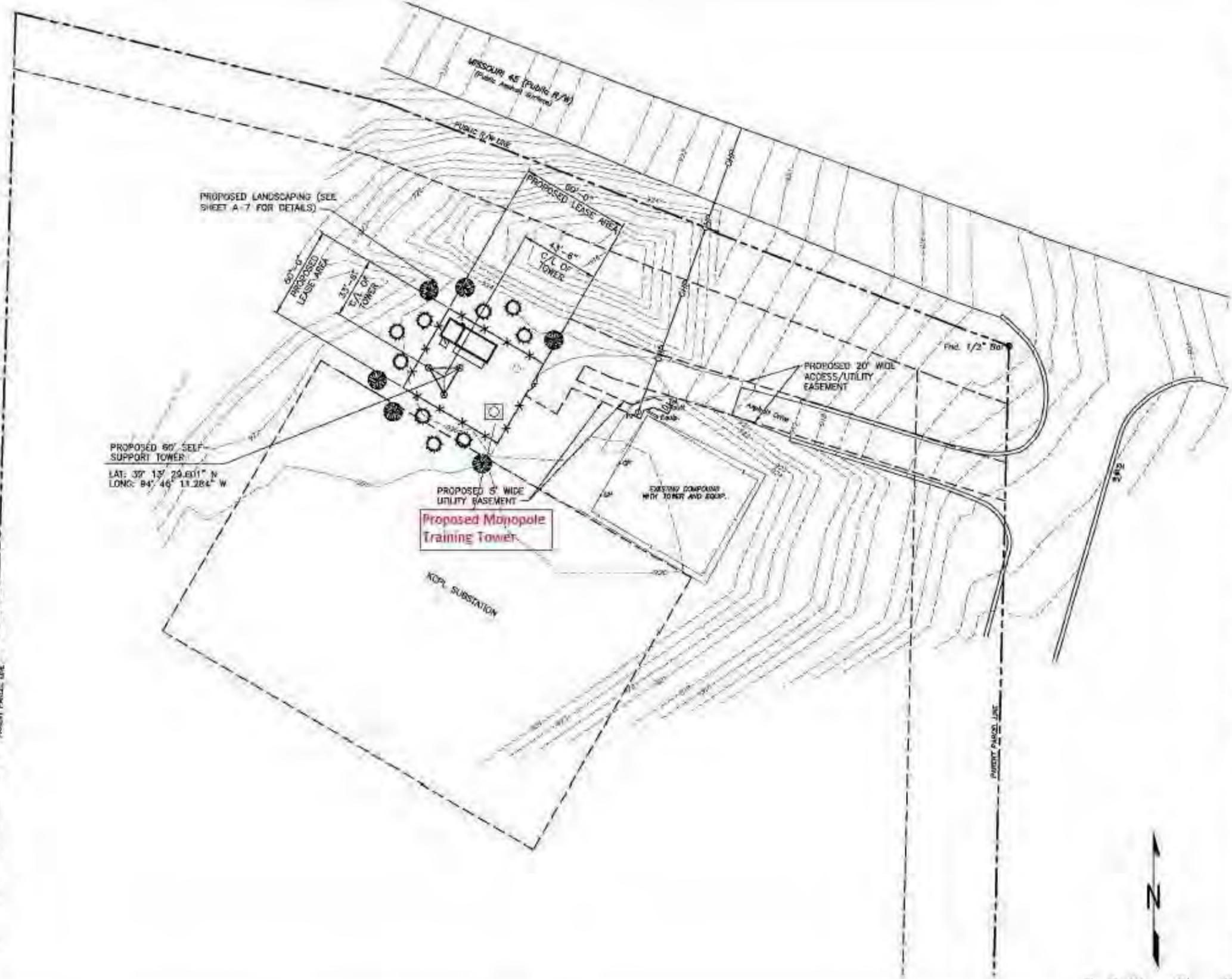
For City Use Only:

Application accepted as complete by: SEAN PEKERSON / ASSIST. CITY AP. 7/21/14 *SP*

Application fee payment Check # _____ M.O. _____ Cash Received from: AMEX - MATT KILGAY
Final reimbursable costs paid (if applicable). Date of Action: 7/21/14 \$300.00 + \$20.00 = \$320.00

Planning Commission Action Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: _____

Board of Aldermen Action Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: _____



PROPOSED 60' SELF-SUPPORT TOWER
 LAT: 39° 13' 29.601" N
 LONG: 94° 46' 11.284" W

Proposed Monopole Training Tower

OVERALL SITE PLAN



PLANS PREPARED FOR
Pinnacle Career Institute

PLANS PREPARED BY
SSC
 300 West 10th Street, Suite 300
 Overland Park, Kansas 66210
 Phone: 913-438-7700
 Fax: 913-438-7777

ENGINEERING LICENSE

STATE OF MISSOURI
 PE CERTIFICATE OF AUTHORIZATION NUMBER

NAME	P.E. NUMBER
BOB BRIDGEMAN	5-0004 STRUCTURAL

DRAWING NOTICE:
 THIS DRAWING HAS NOT BEEN PUBLISHED AND IS THE SOLE PROPERTY OF SSC, INC. AND IS LOANED TO THE BORROWER FOR THE CONFIDENTIAL USE ONLY. ANY REPRODUCTION OF THE LOANED OR THIS DRAWING WITHOUT THE WRITTEN PERMISSION AND AGREEMENT TO RETURN IT UNREVISED AND ACKNOWLEDGE THAT IT WILL NOT BE REPRODUCED, COPIED, LEFT OR OTHERWISE DISPOSED OF IN ANY MANNER OR FOR ANY PURPOSE OTHER THAN FOR WHICH IT IS LOANED.

SUBMITTALS

DESCRIPTION	DATE	BY	REV
ISSUED FOR CONSTRUCTION	01/15/14	BOB	0
REVISED PER CITY COMMENTS	01/21/14	BOB	1
REVISED PER CITY COMMENTS	01/24/14	BOB	2
REVISED PER CITY COMMENTS	02/03/14	BOB	3

SITE NAME
PINNACLE TRAINING TOWER

SITE NUMBER

SITE ADDRESS
 TBD MISSOURI HIGHWAY 45
 PARKVILLE, MISSOURI
 64152

SHEET DESCRIPTION
OVERALL SITE PLAN

SHEET NUMBER
A-1

SIGN SCHEDULE (SIGNS WILL BE FURNISHED & INSTALLED BY SSC)

- ① YELLOW CAUTION SIGN MOUNTED ON GATE TO COMPOUND
- ② RED & WHITE "HIGH VOLTAGE/NO TRESPASSING" SIGN ON FENCE FACING EXTERIOR OF COMPOUND
- ③ RED WARNING SIGN MOUNTED ON TOWER BY CLIMBING LADDER
- ④ PINNACLE SIGN, REFER TO SHEET A-5 FOR LOCATION
- ⑤ EMPLOYEE NOTICE SIGN, REFER TO SHEET W-5 FOR LOCATION



NOTE:
FOOTINGS ARE DESIGNED FOR AN ASSUMED ALLOWABLE BEARING CAPACITY OF 1000 PSF. THE CONTRACTOR IS REQUIRED TO VERIFY THE SOIL CAPACITY AND INFORM THE STRUCTURAL ENGINEER AS TO THE FINDINGS. IF THE BEARING CAPACITY IS BELOW 1000 PSF ADJUSTMENTS IN FOOTING SIZE MAY BE REQUIRED.

ENLARGED SITE & FOUNDATION PLAN



PLANS PREPARED FOR:
SSC
9800 West 100th Street, Suite 300
Overland Park, Kansas 66210
Phone: 913-438-7700
Fax: 913-438-7777

ENGINEERING LICENSE:

STATE: MISSOURI

REGISTRATION NO. 028974

EXPIRES	CLASS	STATUS
01/01/2025	Professional Engineer	Active

DISCLAIMER:
I, the undersigned, hereby certify that I am a duly licensed Professional Engineer in the State of Missouri, and that I am the author of the design and construction of the work shown on these plans. I am not responsible for any errors or omissions in these plans, nor for any consequences that may result from their use. This disclaimer is intended to be a part of the contract between the client and the engineer.

REVISIONS:

NO.	DESCRIPTION	DATE	BY	CHKD
1	ISSUED FOR CONSTRUCTION	01/15/14	001	1
2	REVISED FOR CITY COMMENTS	01/21/14	002	1
3	REVISED FOR CITY COMMENTS	01/24/14	002	2
4	REVISED FOR CITY COMMENTS	02/03/14	002	2

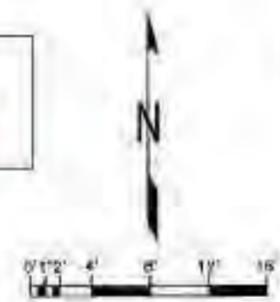
SITE NAME:
PINNACLE TRAINING TOWER

SITE NUMBER:

SITE ADDRESS:
1710 MISSOURI HIGHWAY 45
PARKVILLE, MISSOURI
64132

SHEET DESCRIPTION:
ENLARGED SITE & FOUNDATION PLAN

SSC #: _____ **PROJECT NUMBER:** **A-2**





CITY OF PARKVILLE

Policy Report

Date: Monday, August 11, 2014

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

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Application for exterior modifications and change of use from a bank to a restaurant in a B-4 Zoning District at 6420 Crooked Road. *Case PZ14-23; Karla Gray, applicant.*

BACKGROUND:

The applicant proposes to convert the former Patriots Bank at 6420 Crooked Road (in the Greens at Crooked Road) into a restaurant. With the change, the applicant proposes to modify the building exterior to remove the ATM and pneumatic tubes, replace the front awning, add exterior doors and make other minor exterior modifications.

The primary considerations are compliant with the zoning code and previously approved development plans and approval by the Greens at Crooked Road. The site is zoned "B-4" Planned Business District. The building was not previously planned for a restaurant, but the Greens at Crooked Road plans did include restaurants in future phases and Parkville Municipal Code, Section 440.020, [B-4] *Use Regulations*, subsection A, 20, permits restaurants.

Per the code, permitted uses are subject to meeting other minimum criteria, including parking, unless otherwise excepted. Parking is required in accordance with Parkville Municipal Code, Section 460.040, *Vehicle Parking by Use*. The former bank use required 4 spaces per 1,000 square feet of gross floor area or 13.4 spaces. The proposed use requires 10 spaces per gross floor area or 33.5 spaces, for a difference of 20.1 spaces. The existing Greens at Crooked Road phases (1 through 3) were approved for a mix of retail, office and bank uses requiring a total of 61.3 spaces. With the proposed change in use, a total of 81.4 spaces are needed. As constructed the Greens at Crooked Road has 85 spaces available, exceeding the minimum parking required. In addition, the existing bank drive through lanes may also be converted to additional parking as part of the exterior modifications adding additional capacity (still being evaluated).

Beyond parking, traffic circulation and on and offsite impacts have been considered. The original development plans included approval of comparable restaurant uses for future phases. It was determined with the approval for the Greens at Crooked Road and Fairways (the abutting property to the north) that additional improvements to Crooked Road would be needed, including improving the southbound lane of Crooked Road to accommodate separate right and left turning movements. Since that time, these improvements have been made as part of the 45 Highway widening project. Although no revised traffic study has been submitted, no additional impacts beyond those previously projected are anticipated.

Beyond the proposed change in use to a restaurant, staff recommends approving reuse of the building for all uses permitted in the B-4 district except undertaking, public storage, small equipment rentals and repair, hotel/motel and automobile service station or assembly or other uses that would require more parking than available or that would significantly change

circulation patterns. All other uses permitted in the district would be considered general office, retail or service uses consistent with the original approval of the development. Approving these uses in advance would greatly improve the ability to market and reuse the building in the future without subjecting the surrounding properties to uses that might potentially be incompatible. If approved, uses would still be subject to City administrative review and permitting processes as with development in several other commercial developments in Parkville.

With regard to building modifications, the applicant is contemplating revisions that may be necessary or desired, but as of the time of this application, final modifications have not been determined and no final drawings have been submitted. Anticipated modifications include removing the pneumatic tubes, replacing the front awning, adding exterior delivery doors / emergency exits, signage and other minor exterior modifications. The following are brief summaries:

- ATM and pneumatic tube removal - The existing ATM and pneumatic tubes are located in the former bank drive through lanes and would not be used by the restaurant. Minor modification to the drive through islands and roof would be required when removed.
- Awning over front entry - The awning may be replaced with a more durable material.
- Signage – The applicant anticipates signage on the clock tower, over the front door and potentially other locations. Similar signage packages were previously approved for the former bank tenants. The Greens at Crooked Road has previously been held to the standards for the “B-1” and “B-2” commercial districts including up to 10% coverage of the façade. The same would be appropriate for the restaurant and could be approved administratively.
- Additional door - An additional door may be needed on the west façade to accommodate deliveries. The primary consideration for adding doors is matching the architectural character of the building. Any new doors should visually match the doors and detailing of other doors on the building.

In addition to City approval, all exterior modifications are subject to approval by the development architectural control committee for compliance with the adopted covenants and restrictions. See attached letter dated July 24, 2014 from Michael Gunn on behalf of North Star, LLC.

Staff concludes that the use is permitted in the existing zoning district, that adequate parking exists and although not contemplated in this location, a restaurant use is complimentary to and compatible with the uses previously approved with the Greens of Crooked Road development plans. Staff also concludes that the proposed exterior modifications can be compatible with the character of the existing development.

BUDGET IMPACT:

With the exception of application and permit fees, any incremental increases from real estate and personal property taxes and impacts to sales taxes collected, there is no budgetary impact.

ALTERNATIVES:

1. Approve the proposed change in use and exterior modifications as proposed.
2. Approve the proposed change in use and exterior modifications subject to additional changes.
3. Postpone this item for future consideration.

STAFF RECOMMENDATION:

Staff recommends approving reuse of the building for all uses permitted in the B-4 district except undertaking, public storage, small equipment rentals and repair, hotel/motel, automobile service station and assembly or other uses that would require more parking than available or that would significantly change circulation patterns, all subject to the following conditions:

- All exterior modifications being visually consistent with the existing building architecture and detailing with final approval by the Community Development Director; and
- administrative approval of signage, subject to conformance with the sign regulations for the "B-1" and "B-2" districts, including 10% maximum sign coverage on any façade; and
- approval any changes by the Greens at Crooked Road architectural control committee prior to issuance of a building permit.

POLICY:

Per Parkville Municipal Code Section 440.035, *Change in Use or Occupancy*, any change in use in a "B-4" zoning district or resulting exterior building modifications, or changes to parking or traffic patterns must be approved by the Board of Aldermen. This code does not require action by the Planning and Zoning Commission prior to Board consideration.

SUGGESTED MOTION:

I recommend approval of the exterior modifications and change of use from a bank to a restaurant in a B-4 Zoning District at 6420 Crooked Road, subject to staff recommended conditions.

ATTACHMENTS:

1. Planned Development District application submitted July 24, 2014
2. Area map and photos by staff
3. July 24, 2014 letter from the applicant Karla Gray
4. July 24, 2014 letter from Michael Gunn on behalf of North Star, LLC
5. Building drawings A1.1 and A3.1 last revised 3-18-03 showing the building site plan and façade. - too large to post online, but available upon request
6. Parking calculations by staff
7. The Parkville Municipal Code Title IV, Zoning Code, including but not limited to Chapters 440, "B-4" *Planned Business District Regulations*, 460, *Vehicle Parking* and 463, *Sign Code* (by reference)



Case No: P214-23
Date Submitted: 7-24-14
Hearing Date: 8-19-14

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

Application for Planned District Development Permit

1. Applicant / Contact Information

Applicant(s)
Name: KARLA Roxanne Gray
Address: 10760 NW 71st
City, State: Parkville, MO
Phone: 816-377-9758 Fax: _____
E-mail: Grayhorse5@aatt.net

Owner(s), if different from applicant
Name: Bank Liberty < BANK
Address: 9200 NE Barry Rd
City, State: Kansas City
Phone: 816 792 6610 Fax: 816 792 6600
E-mail: brent.giles@banklibertykc.com

Engineer and/or surveyor(s) preparing plat

Name: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Contact Person

Name: APPLICANT
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for the retraction of this permit.

Applicant's Signature (Required) Karla Gray Date: 7/24/2014

Property Owner's Signature (Required) Brent Giles, CEO - Pro Date: 7/23/14

2. Property Information

Planned zoning district: B-4 PLANNED BUSINESS DISTRICT
Address or location: 6420 North Crooked Road
If no address issued, submit legal
Proposed use(s): RESTAURANT (PREVIOUSLY BANK)

Gross acreage: N/A Net acreage: N/A
Open-space acreage: N/A Lot coverage (non-res): EXISTING STRUCTURE N/A
Residential Lots: N/A Residential density (units/acre): N/A

Is proposal an alteration to an existing building or new construction? existing new

3. Public Improvements

Are any public improvements required for this project? NO - EXISTING BUILDING ON PREVIOUSLY APPROVED SITE



Case No: P214-23
Date Submitted: 7-24-14
Hearing Date: _____

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

Explain: _____

Please note below other comments or factors relating to the proposed development:
SEE LETTER DATED 7-24-14.

4. Checklist of required submittals

- Completed application.
- Nonrefundable application fee of \$300.00. (\$75.00 for minor modifications/improvements)
- Certified list of property owners within 185' of subject property N/A
- Fifteen (15) copies 24" x 36" size, or larger, one (1) 11 x 17 size copy, and one (1) electronic copy (pdf format) of the development plan showing features associated with the site such as structures, parking, access, loading areas and signage. The site plan should also show the accurate dimensions of the property and any features.
- Fifteen (15) copies 24" x 36" size, or larger, one (1) 11 x 17 size copy, and one (1) electronic copy (pdf format) of the floor plan and elevation views of the structure (2 complete sets of sealed building plans must be submitted to the Building Safety Division of the Community Development Department and the South Platte Fire Protection District for code compliance review before construction can occur).
- Fifteen (15) paper copies and one (1), electronic copy (pdf format) of any supporting documentation desired for presentation to the Planning Commission. Please note: after approval by the Planning Commission, 30 (thirty) copies of the 11 X 17 plan and any supporting information will be required to submit to the Board of Aldermen.
- Authorization signature of the applicant and owner of record of the property.
- If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such. SEE 7/24/14 LETTER FROM NORTH STAR, LLC

SEE ATTACHED PHOTOGRAPHS & NARRATIVE

For City Use Only

Application accepted as complete by: SEAN ACKERSON / ASSIST. CITY COMM. 7-24-14
Name / Title Date

Application fee payment: Check # 2902 M.O. _____ Cash \$75.00 MH REC# 00095640

Final reimbursable costs payment (if applicable). Date of Action: _____

Planning Commission Action: Approved Approved with Conditions Denied

Date of Action: _____

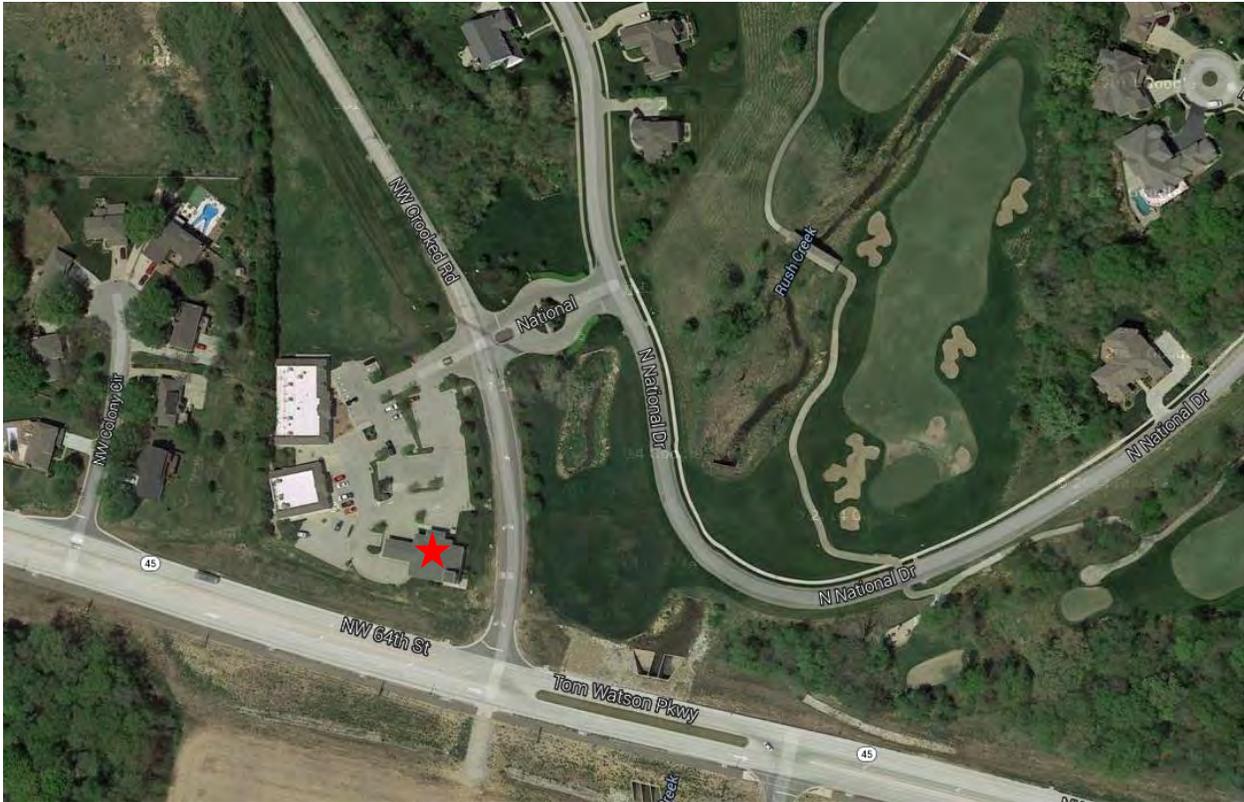
Conditions if any: PERIOD ACTION ONLY.

Board of Aldermen Action: Approved Approved with Conditions Denied

Date of Action: 8-12-14.

Conditions if any: _____

PZ14-23
Area map and site photos



The site is generally located north of 45 Highway, west of Crooked Road, in the Greens at Crooked Road. The subject building is identified with a star. The National Golf Club and subdivision is located to the north and east.



North façade - Changes to the awning and signage proposed.

To whom it may concern;

The building in these pictures I would like to turn it into a restaurant. My proposed changes to the outside would be to make a door on the west side for food delivery and to remove the plastic drop tube in the drive thru. As there is already a door on the back I might be able to pour a sidewalk and use that door for deliveries. The landscape drops off pretty quick on the back so I am not sure if that is possible

There is also an atm machine that will be removed; however I am not sure if the original owners are taking or if I will be responsible for its removable.

The blue canopy over the door will be changed because the blue material falls apart after a few years. I would like to replace it with a more durable product. At this time I am not sure what that will be, however it will be on my blueprints.

The building also needs a new paint job and I would like to put my name on the clock tower. I am aware that needs a separate sign permit and when I am sure you will allow it to be converted I will have art of Illumination help me with the sign drawing.

Thank You and if you need any thing else from me Please let me know

My email is kgraynorse@att.net My phone # is 816-377-9758

K. Roxanne Gray

7/24/2014

Grayhorse LLC

DBA Roxannes Cafe

North Star, LLC
9800 NW Polo, Suite 100
Kansas City, Missouri 64153 (816) 454-5600 Facsimile (816) 454-3678

July 24, 2014

Mr. Sean Ackerson
Assistant City Administrator/Community Development Director
CITY OF PARKVILLE
8880 Clark Avenue
Parkville, Missouri 64152

SENT VIA FACSIMILE (816-741-0013)

Re: Restrictions imposed upon the Greens at Crooked Road by virtue of the Declaration of Restrictions

Dear Sean:

In our brief conversation, you asked that I provide some information in regard to the perspective tenant, which is known as Roxanne's, in downtown Parkville. I have eaten there on numerous occasions and assuming that same type of operation is at the Greens at Crooked Road, I would say that the proposed use would be permitted. Permitted Uses within the Greens at Crooked Road is controlled by section 5.1 of the property owner's Declaration, which states that "...the property may be used for all uses permitted in the zone in which the property is located."

You have informed me that the zoning of the property is, I believe, C-4 and this zone permits sit down restaurants and thus, there would not be impediments to the operation as is similar to the existing Roxanne's restaurant.

As far as the exterior appearance and any construction goes, I would refer to Article 3 of the Declaration, wherein the Architectural Control Committee is given broad rights to regulate the exterior design, appearance, use and location of the property and all improvements including landscaping thereon. Thus, if there are any changes in the exterior of the building (and I would assume that there will be), then plans need to be submitted to the Architectural Control Committee, in care of the writer, for approval. I would venture to guess that, so long as any exterior changes remain consistent with the existing architecture, this would not be a problem. However, this is simply speculation. As I am sure you know, one person's opinion of what is consistent with existing architecture can vary widely from another person's similar opinion.

If I can be of further assistance, please let me know.

Very truly yours,

NORTH STAR, L.L.C.



By _____
R. Michael Gunn, Member

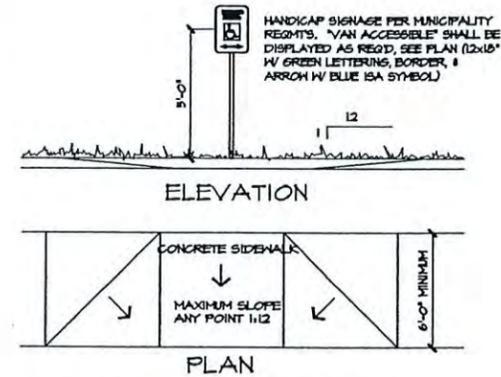
RMG/adj

GENERAL NOTES

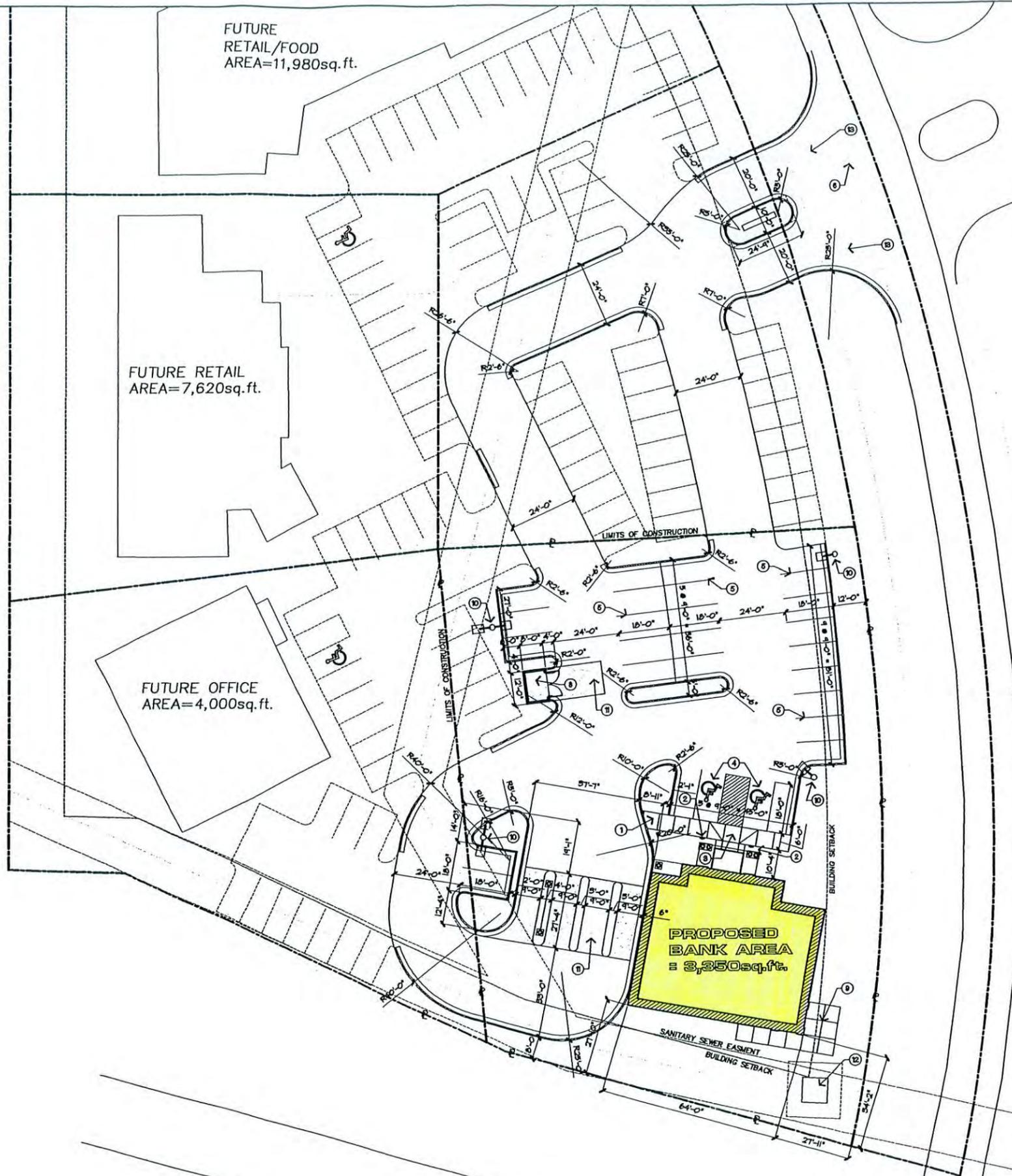
1. ALL CONSTRUCTION SHALL CONFORM TO THE STANDARDS AND SPECIFICATIONS OF PARKVILLE, MISSOURI.
2. THE GENERAL CONTRACTOR SHALL CONTACT ALL UTILITY COMPANIES PRIOR TO THE START OF CONSTRUCTION AND VERIFY THE LOCATION AND DEPTH OF ANY UTILITIES THAT MAY BE ENCOUNTERED DURING CONSTRUCTION.
3. THE CONTRACTOR SHALL FIELD VERIFY EXIST. SURFACE & SUBSURFACE GROUND CONDITIONS PRIOR TO START OF CONST.
4. SLOPES SHALL MAINTAIN A MAXIMUM 5:1 SLOPE.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL REQUIRED PERMITS, PAYING ALL FEES, AND OTHERWISE COMPLYING WITH ALL APPLICABLE REGULATIONS GOVERNING THE PROJECT.
6. PLACE SILT FENCE PER CIVIL FOR EROSION CONTROL.
7. PROVIDE A TEMPORARY GRAVEL ACCESS DRIVE TO PREVENT MUD FROM BEING DEPOSITED ONTO THE ADJACENT ROAD.
8. PRIOR TO INSTALLING ANY STRUCTURE ON A PUBLIC STORM SEWER, THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR THE STRUCTURE(S). INSTALLATION SHALL NOT OCCUR UNTIL DRAWINGS HAVE BEEN APPROVED BY PUBLIC WORKS.
9. PRIOR TO INSTALLING, CONSTRUCTING, OR PERFORMING ANY WORK ON THE PUBLIC STORM SEWER LINE (INCLUDING CONNECTING PRIVATE DRAINAGE TO THE STORM SYSTEM) CONTACT THE CITY FOR INSPECTION OF THE WORK. CONTACT MUST BE MADE AT LEAST 24 HOURS PRIOR TO THE START OF WORK.
10. CONNECTIONS TO THE PUBLIC STORM SEWER BETWEEN STRUCTURES WILL NOT BE PERMITTED.

CONSTRUCTION NOTES

1. COI CURB SIDEWALK, 4" THICK WITH 6x6 10/10 WWP STEEL MESH. CONTROL JOINTS AT 6'-0" O.C. BROOM FINISH FOR NON-SLIP SURFACE.
2. HANDICAP PARKING SIGNAGE. MOUNT SIGN ON BUILDING AT 60" A.F.S. TO CENTER. SIGN TO CONTAIN THE UNIVERSAL HANDICAP SYMBOL AND "VAN ACCESSIBLE" AS REQUIRED PER DTL THIS SHEET.
3. FURNISH AND INSTALL ACCESSIBLE SIDEWALK AND RAMP. 1:12 MAX. PER DETAIL THIS SHEET.
4. HANDICAP STRIPING AND UNIVERSAL SYMBOL PAINTED BLUE WITH 4" STROKE.
5. PARKING LOT STRIPING TO BE PAINTED WHITE W/ 4" STROKE.
6. FURNISH AND INSTALL NEW CONCRETE DRIVE APPROACH, MATCH EXISTING CURB AND GUTTER AS REQUIRED TO INSTALL DRIVE APPROACH. MATCH NEW APPROACH ELEVATION WITH EXISTING CONCRETE SURFACE PER THE CITY OF BLUE SPRINGS, MISSOURI STANDARDS. A COPY OF THESE STANDARDS IS AVAILABLE AT THE CIVIL ENGINEERING OFFICE.
7. FURNISH AND INSTALL SPLASHBLOCKS AT ALL EXTERIOR DRAIN LOCATIONS.
8. TRASH ENCLOSURE SHALL BE PROVIDED BY THE DEVELOPMENT GROUP. COORDINATE CONSTRUCTION AS REQUIRED.
9. FURNISH AND INSTALL CONCRETE STOOP AND PATIO AT EXTERIOR.
10. EXTERIOR PARKING LOT LIGHTING-400W LITHONIA KAD METAL HALIDE, SOFT-SQUARE CUTOFF, CONTOUR SERIES, DARK BRONZE FIXTURE ON 20'-0" HIGH POLE (DARK BRONZE) WITH CONCRETE BASE TO FINISH 6" ABOVE FINISH GRADE AND LOCATED 5'-0" FROM BACK OF CURB TO FACE. FURNISH AND INSTALL "T" CONCRETE PAVING SECTION UNDER CANOPY.
11. DEVELOPMENT MONUMENT SIGN BY OTHER AND TO BE SUBMITTED UNDER SEPARATE COVER.
12. DEVELOPMENT ENTRY SHALL BE PER THE CIVIL ENGINEER AND THEIR ASSOCIATED DRAWINGS.



2 HANDICAP RAMP DETAIL
NOT TO SCALE



DAVIDSON DESIGN GROUP
11301 STRANG LINE ROAD
LENEXA, KANSAS 66215
P: 813.461.6300
F: 813.461.0301
E: general@daavidsondesign.com

ARCHITECTURE
ENGINEERING
PLANNING
INTERIORS
CONSULTING
PROGRAMMING
DESIGN / BUILD

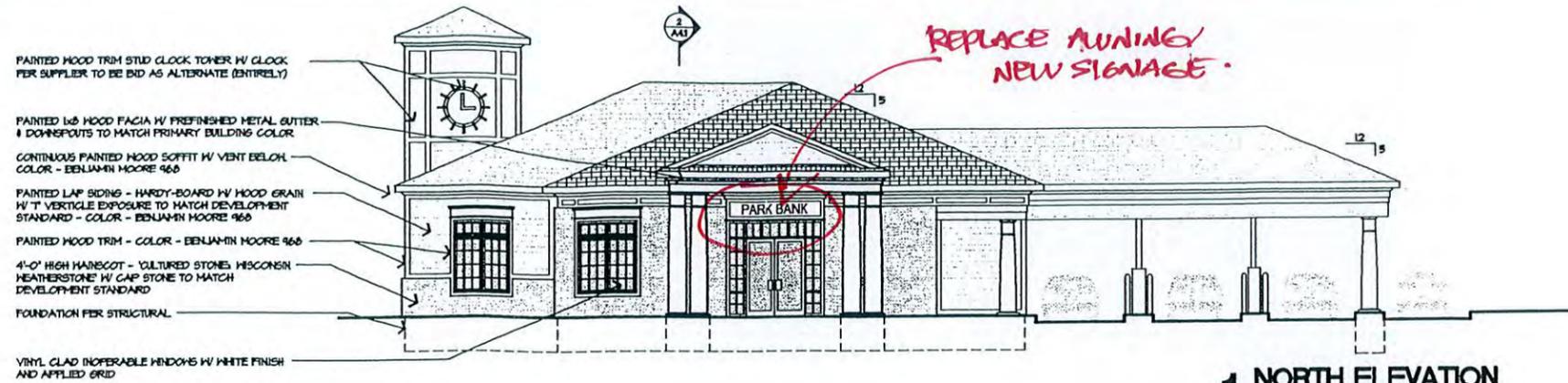
A PROPOSED NEW BUILDING FOR:
PARK BANK
MO HWY. 46 AND CROOKED ROAD
PARKVILLE, MISSOURI

DATE: 11/21/02
DRAWN BY: JDB
CHECKED BY: JED
REVISIONS:

01/23/03	2
02/17/03	3
02/24/03	4
03/13/03	5

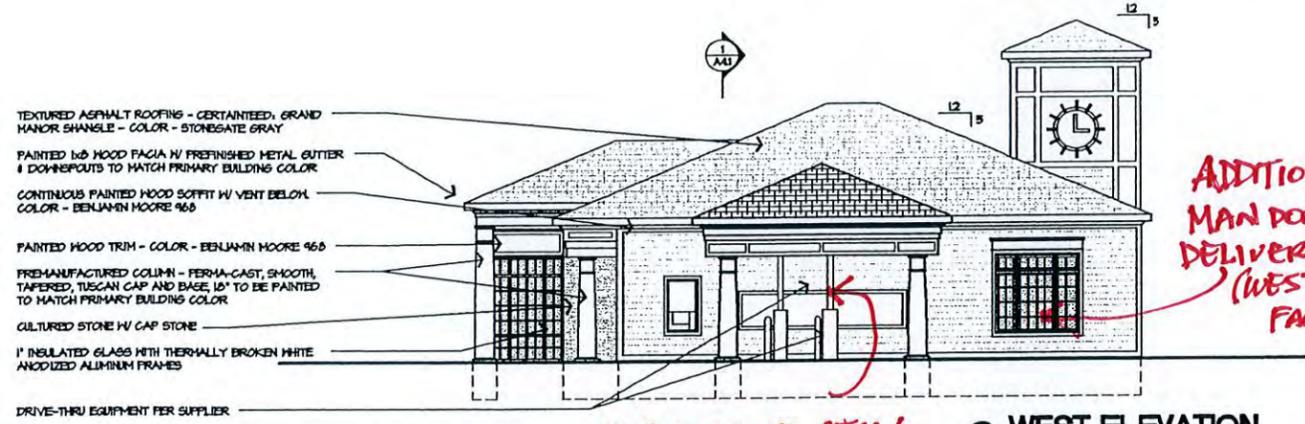
SHEET NUMBER
A1.1
DRAWING TYPE
PERMIT
CAD FILE

PROPOSED EXTERIOR
CHANGES IN RED
(PRELIMINARY ONLY).



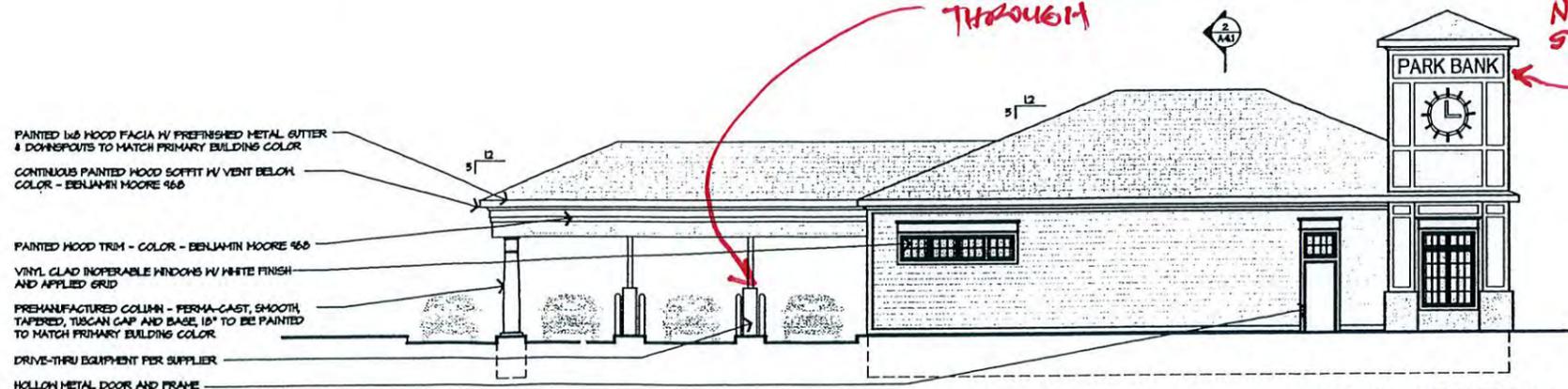
- PAINTED HOOD TRIM STUD CLOCK TOWER W/ CLOCK PER SUPPLIER TO BE BID AS ALTERNATE (ENTIRELY)
- PAINTED 1x6 HOOD FACIA W/ PREFINISHED METAL GUTTER & DOWNSPOUTS TO MATCH PRIMARY BUILDING COLOR
- CONTINUOUS PAINTED HOOD SOFFIT W/ VENT BELOW COLOR - BENJAMIN MOORE 968
- PAINTED LAP SIDING - HARDY-BOARD W/ HOOD GRAIN W/ 1" VERTICAL EXPOSURE TO MATCH DEVELOPMENT STANDARD - COLOR - BENJAMIN MOORE 968
- PAINTED HOOD TRIM - COLOR - BENJAMIN MOORE 968
- 4'-0" HIGH HAIRSCOT - CULTURED STONES WISCONSIN HEATHERSTONE W/ CAP STONE TO MATCH DEVELOPMENT STANDARD
- FOUNDATION PER STRUCTURAL
- VINYL CLAD INOPERABLE WINDOWS W/ WHITE FINISH AND APPLIED GRID

1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"



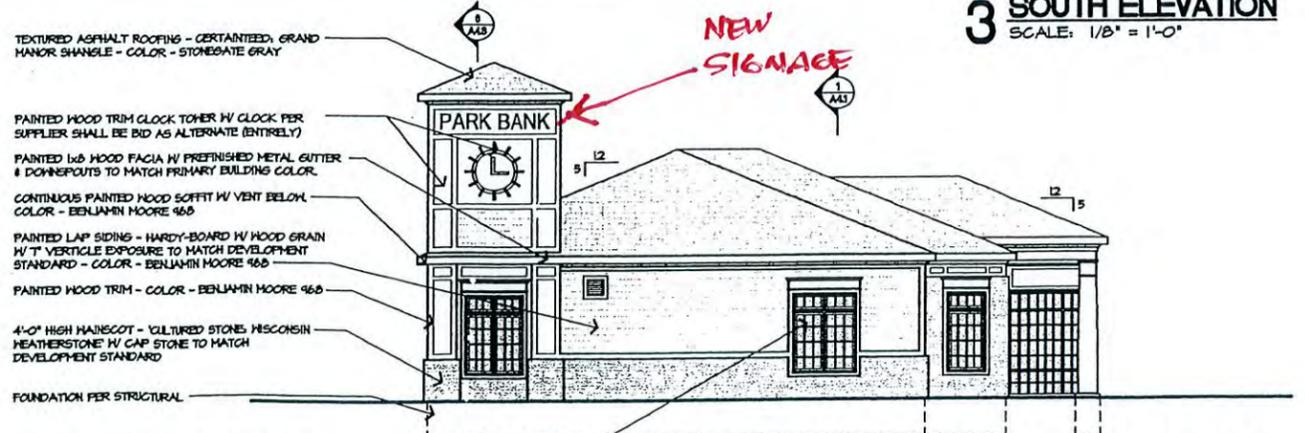
- TEXTURED ASPHALT ROOFING - CERTANTEED, GRAND MANOR SHINGLE - COLOR - STONEISLAND GRAY
- PAINTED 1x6 HOOD FACIA W/ PREFINISHED METAL GUTTER & DOWNSPOUTS TO MATCH PRIMARY BUILDING COLOR
- CONTINUOUS PAINTED HOOD SOFFIT W/ VENT BELOW COLOR - BENJAMIN MOORE 968
- PAINTED HOOD TRIM - COLOR - BENJAMIN MOORE 968
- PREMANUFACTURED COLUMN - PERMA-CAST, SMOOTH, TAPERED, TUSCAN CAP AND BASE, 10" TO BE PAINTED TO MATCH PRIMARY BUILDING COLOR
- CULTURED STONE W/ CAP STONE
- 1" INSULATED GLASS WITH THERMALLY BROKEN WHITE ANODIZED ALUMINUM FRAMES
- DRIVE-THRU EQUIPMENT PER SUPPLIER

2 WEST ELEVATION
SCALE: 1/8" = 1'-0"



- PAINTED 1x6 HOOD FACIA W/ PREFINISHED METAL GUTTER & DOWNSPOUTS TO MATCH PRIMARY BUILDING COLOR
- CONTINUOUS PAINTED HOOD SOFFIT W/ VENT BELOW COLOR - BENJAMIN MOORE 968
- PAINTED HOOD TRIM - COLOR - BENJAMIN MOORE 968
- VINYL CLAD INOPERABLE WINDOWS W/ WHITE FINISH AND APPLIED GRID
- PREMANUFACTURED COLUMN - PERMA-CAST, SMOOTH, TAPERED, TUSCAN CAP AND BASE, 10" TO BE PAINTED TO MATCH PRIMARY BUILDING COLOR
- DRIVE-THRU EQUIPMENT PER SUPPLIER
- HOLLOW METAL DOOR AND FRAME

3 SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



- TEXTURED ASPHALT ROOFING - CERTANTEED, GRAND MANOR SHINGLE - COLOR - STONEISLAND GRAY
- PAINTED HOOD TRIM CLOCK TOWER W/ CLOCK PER SUPPLIER SHALL BE BID AS ALTERNATE (ENTIRELY)
- PAINTED 1x6 HOOD FACIA W/ PREFINISHED METAL GUTTER & DOWNSPOUTS TO MATCH PRIMARY BUILDING COLOR
- CONTINUOUS PAINTED HOOD SOFFIT W/ VENT BELOW COLOR - BENJAMIN MOORE 968
- PAINTED LAP SIDING - HARDY-BOARD W/ HOOD GRAIN W/ 1" VERTICAL EXPOSURE TO MATCH DEVELOPMENT STANDARD - COLOR - BENJAMIN MOORE 968
- PAINTED HOOD TRIM - COLOR - BENJAMIN MOORE 968
- 4'-0" HIGH HAIRSCOT - CULTURED STONES WISCONSIN HEATHERSTONE W/ CAP STONE TO MATCH DEVELOPMENT STANDARD
- FOUNDATION PER STRUCTURAL
- VINYL CLAD INOPERABLE WINDOWS W/ WHITE FINISH AND APPLIED GRID

4 EAST ELEVATION

ARCHITECTURE
ENGINEERING
PLANNING
INTERIORS
CONSULTING
PROGRAMMING
DESIGN | BUILD

A PROPOSED NEW BUILDING FOR
PARK BANK
MO HWY. 48 AND CROOKED ROAD
PARKVILLE, MISSOURI

DATE: 11/21/02
DRAWN BY: JDB
CHECKED BY: JED
REVISIONS:

0116102	1
0129102	2
0217102	3
0224102	4
0318102	5

Parking calculations for the Greens at Crooked Road - 7-11-14

Parking as approved				
Building	sq ft	use	parking / 1,000	Required Parking
1	3,350	bank	4	13.4
2	4,000	office	4	16
3	6,380	retail	5	31.9
Total required				61.3
Total existing				85

Parking if bank is converted to restaurant				
Building	sq ft	use	parking / 1,000	Required Parking
1	3,350	restaurant	10	33.5
2	4,000	office	4	16
3	6,380	retail	5	31.9
Total required				81.4
Total existing				85

CITY OF PARKVILLE

Policy Report

Date: August 14, 2014

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

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

ISSUE:

Approve the installation of a historical marker for the Steamboat Arabia in English Landing Park as part of Platte County's 175th anniversary celebration.

BACKGROUND:

The Steamboat Arabia sank on September 6, 1856 near English Landing Park. The Hawley Family was instrumental in the recovery of the Steamboat Arabia. As part of Platte County's 175th anniversary celebration, local resident, Platte County Park Board member and CLARB member Neil Davidson has organized an effort to erect a historical marker with the history of the Arabia. The sign is proposed to be installed in English Landing Park north of the location where the boat sank – approximately at the east end of the second trail loop (see attached location map). The sign will be approximately 24" x 36" and supported by a two-leg metal frame matching other historical markers in English Landing Park (see attached photo example).

The marker sign content was prepared by David Hawley, an expert on the Steamboat Arabia, and reviewed by City staff and Neil Davidson (see the attached rendering of the proposed sign/marker). The Hawley Family established the Steamboat Arabia museum that houses a collection of artifacts recovered from the boat.

If approved, the donation would be subject to a standard donation agreement defining owners, maintenance responsibilities, and other terms. Platte County Parks is paying for the marker's construction (approximately \$1,200). Per the donation agreement, the City would own the sign and be responsible for installation (setting the two metal legs in post holes filled with concrete), minor maintenance, including cleaning, weed removal around the base, and painting the supports. The City makes no guarantee for the replacement or repair of signage if damaged beyond reasonable repair, severely vandalized or other major repairs are necessary. Per the agreement the sign is to be treated as other public property and may be moved or removed if necessary.

As part of the County's 175th anniversary celebration, the County plans to hold a dedication ceremony. As part of the ceremony, the Hawley Family and other Arabia enthusiasts plan to travel on the Missouri River and meet at the new boat ramp in Platte Landing Park. Although the marker will be installed in English Landing Park, the dedication ceremony will be held in Platte Landing Park on September 6th at 2:00 pm.

BUDGET IMPACT:

With the exception the cost of installation (estimated at less than \$100) and staff time necessary to install the sign, no immediate budget impact is anticipated. Adequate funds exist in the Parks Department budget line item 10-525-05-41-03 to cover the installation costs. Minor future maintenance costs are also anticipated, but are not expected to increase the parks maintenance budget.

ALTERNATIVES:

1. Approve the installation of a historical marker for the Steamboat Arabia in English Landing Park as a part of Platte County's 175th anniversary, and associated donation agreement.
2. Do not approve the installation of a historical marker for the Steamboat Arabia in English Landing Park as a part of Platte County's 175th anniversary.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving installation of the historic marker as proposed, subject to execution of the proposed donation agreement and the terms therein.

COMMUNITY LAND AND RECREATION BOARD RECOMMENDATION:

The Community Land and Recreation Board considered the project at their August 13, 2014, meeting and recommended approval of the installation of a historical marker for the Steamboat Arabia in English Landing Park unanimously by a vote of 8 to 0.

POLICY

There are no sign regulations for the park. The Board of Aldermen may allow historical markers to be placed in English Landing Park with the recommendation of CLARB.

RECOMMENDED MOTION:

I move to approve the installation of a historical marker for the Steamboat Arabia in English Landing Park, as outlined in the attached exhibits and subject to execution of the proposed donation agreement and the terms therein.

ATTACHMENTS:

1. Donation/Maintenance Agreement
2. Color rendering of proposed sign
3. Map of the proposed sign location
4. Photo of an existing historical marker to serve as an example

AGREEMENT FOR PARK DONATION

THIS AGREEMENT, made and entered into this _____ day of August, 2014, is by and between Platte County, Missouri (County), a county of the first classification, and the City of Parkville, Missouri, a city of the fourth classification (City), collectively referred to as the Parties.

WHEREAS, the Parties recognize the importance of park facilities and historic markers/signage; and

WHEREAS, Neil Davidson is organizing this project; and

WHEREAS, David Hawley prepared the artwork for the sign; and

WHEREAS, historic markers are important to memorialize significant past events; and

WHEREAS, the County has offered to purchase a historic marker for citizens and park patrons to learn about the history of the Steamboat Arabia; and

WHEREAS, the City agrees to install the marker near the east end of English Landing Park.

NOW, THEREFORE, the Parties, for the consideration and under the described conditions and obligations, hereinafter set forth and agree as follows:

Section 1. **Ownership**

The donation, as described in Section 2, is donated in its entirety to the City for the enjoyment and benefit of the citizens of Parkville and Platte County and other park users.

Section 2. **Donation**

The donation is an approximately 24" by 36" sign and supporting structure similar to that which already exists in English Landing Park. Exhibit A, incorporated by reference and attached hereto is three pages showing the location of the proposed sign/marker, the artwork and text on the sign, and a photo of a similar style marker in the park.

Section 3. **Maintenance**

The City shall be responsible for minor maintenance of the signage, such as cleaning, weed removal around the base, and painting the supports. The City makes no guarantee for the replacement or repair of signage that is damaged beyond reasonable repair, suffers repeated vandalism, and/or expires prior to the cessation of the ten year period.

Section 4. **Term**

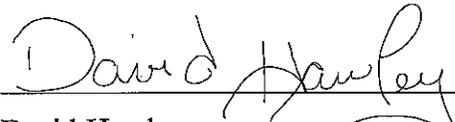
The initial term of this agreement shall be for ten years. Following cessation of the agreement, the City and County may treat the Steamboat Arabia sign as any other public property similar in nature. The City and County reserve the right to move/remove the sign following cessation of the agreement, or in accordance with the terms in section 3 above.

IN WITNESS WHEREOF, County, City and Donor, for themselves, and their successors and assigns, have executed this Agreement as of the day and year first above written.

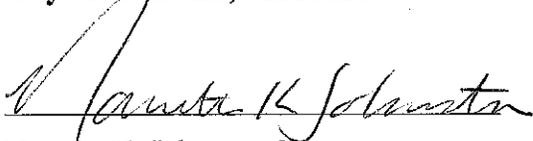
Organizer

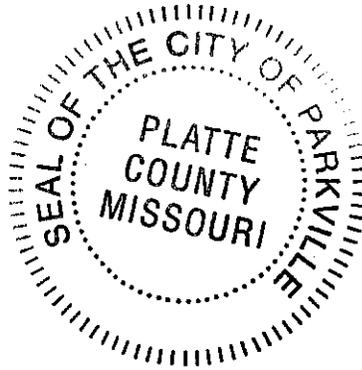

Neil Davidson

Artwork Donor


David Hawley

City of Parkville, Missouri


Nanette K. Johnston, Mayor



Attest:


Melissa McChesney, City Clerk

Platte County, Missouri

Jason Brown, Presiding Commissioner

Attest:

Approved as to Form:

Joan Harms, County Clerk

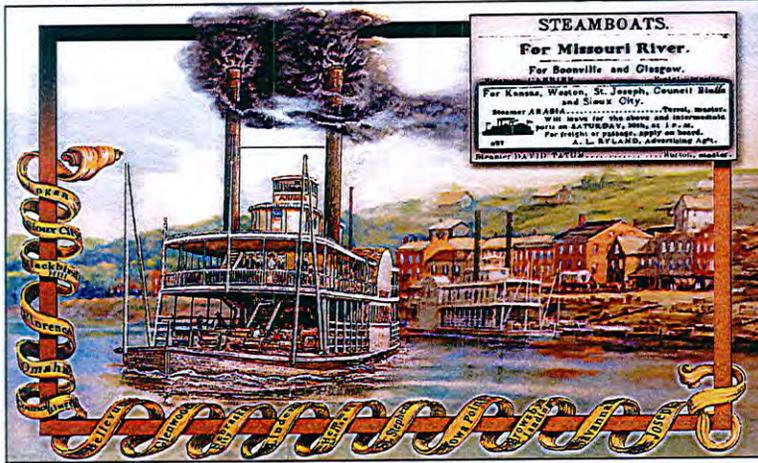
Robert H. Shaw, County Counselor





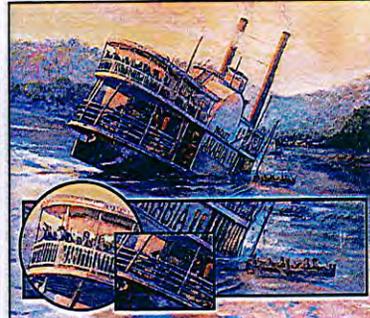
Proposed Steamboat Arabia
Historical Marker Location in
English Landing Park

Treasures of the STEAMBOAT ARABIA



STEAMBOAT ARABIA AT KANSAS CITY IN 1856

the steamer's only lifeboat shuttled them to the safety of the slippery river bank. They watched helplessly as their belongings, valuables, and dreams sank deeper and deeper into the muddy abyss of the Missouri River. Its fate seemed forever sealed by the murky water and silt that entombed it. The Arabia's single casualty was a mule left alone and tied to the deck.



TERROR ABOARD THE ARABIA

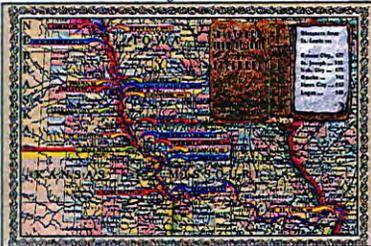
Over time the river etched a new course half a mile from where the Arabia sank. Hidden from the world for 132 years, she lay buried 45 feet beneath a Kansas cornfield. While the Arabia was gone, she was never forgotten. She still carried dreams of riches for treasure hunters. Yet, her fortune was not of gold ... instead, a cargo of the finest Kentucky bourbon known to exist.



Too thick to drink, too thin to plow", the Missouri River served as a super highway to the west for legions of settlers seeking a new life on America's growing frontier. While often uncertain, the use of the steamboat on river systems like the Ohio, Mississippi, and Missouri provided a fast and affordable alternative to America's difficult and unimproved overland roadways.

The Arabia's Destinations

With winter supplies for 16 frontier towns, the Arabia would have traveled over 900 miles to Logan, Nebraska had she not sunk.



Built in Brownsville, PA in 1853, the steamboat Arabia was designed to carry freight and passengers to frontier settlements. She measured 171 feet long with an overall width of just under 50 feet. Her twin paddle-wheels stood 28 feet tall and were capable of pushing a payload of 222 tons upriver at just over 6 mph.

With the decks filled with travelers and its belly loaded to capacity with freight, the Arabia's smokestacks billowed plumes of ash and soot as she pushed away from the St. Louis wharf in late August, 1856. The mission was to journey over nine-hundred miles up the Missouri River to deliver winter supplies to 16 river towns along the route.

Burning 30 cords of wood a day, the Arabia's trip to Kansas City was uneventful, but that would soon change. Hidden from sight, a submerged tree blocked the steamer's path. Without warning, her hull was impaled by the tree snag about a mile from Parkville, Missouri. Quickly filling with water, she began to sink. Within moments the raging water flooded the deck, scattering crates and sending terrified passengers scurrying to the upper deck for safety. Here they anxiously waited as

With the allure of buried treasure in the air, the Tobener family tried their hand at the recovery. Plagued with quick-sand flooding their dig, they abandoned the effort. In 1897 another attempt was launched to recover the coveted liquor by sinking a steel caisson to the Arabia's deck. These hopeful salvagers from Holt, Missouri reached the ship three times but found no bourbon ... just boots and lumber. They too quit.

TREASURES LOST BUT NOT FORGOTTEN

With the Arabia's location outlined with white chalk, the excavation began in earnest. By the light of day and spotlights at night the work continued. The Arabia slowly yielded her treasures. Everything from pickle relish to beaver hair hats was found ... and all so remarkably preserved.

(Left) David Luttrell; (Center) Arabia's chalked outline before excavation; (Right) Bob Hawley



Time stood still for the Arabia and its trove of buried treasure for many years. With time, technology greatly improved, providing mighty pumps to move tens of thousands of gallons of water and powerful machinery to lift mountains of earth. After locating the wreck with a metal detector, five families banded together to recover the long-lost treasure. In 1988, Bob and Florence Hawley and their two sons, David & Greg were joined by Jerry Mackey and David Luttrell to begin what would become the adventure of a lifetime ... raising the shipwrecked Arabia.

To succeed, the men had to overcome two barriers: loose, shifting sand and an underground river that covered the boat. The team devised a system to surround the boat with deep wells and pump 20,000 of gallons of water per minute from the dig site. With their pumps operational, the excavation began in earnest.

Treasure In A Cornfield

In the years following the Arabia's sinking the Missouri River changed its course. The powerful current cut a new channel moving the river half-mile eastward and leaving the shipwreck buried without a trace deep beneath a Kansas cornfield.

By now it was November 1988, and winter's chill was upon them. The bitter cold temperatures made their work a greater burden, but it allowed the wet, sandy walls of the excavation to freeze, stabilizing the side-walls of the dig. The excavation would grow to the size of a football field, 300 ft long x 200 ft wide and 45 ft deep. At the bottom of the giant hole lay the Arabia ... its cargo hold brimming with treasures lost generations earlier. The first object located was a rubber overshoe stamped with the Goodyear Rubber Company patent for the year 1849. The discoveries continued to amaze.

For the next four months, the team recovered crates of frontier merchandise that included everything from castor oil and cognac to needles and nutmegs. Also raised from the Arabia were wedding bands, eyeglasses, fine dishes, footwear, and pickles (still edible). Carpenter's tools, porcelain figurines, patched trousers and children's marbles were also found among the passenger's belongings.

ARABIA'S DIG SITE

The lost steamboat Arabia lay buried in a Kansas farm field a half-mile from the present-day Missouri River and 45 feet underground.



With a growing realization the Arabia's treasures should be protected, the families set about restoring not just the many tons of artifacts, but also a nearly abandoned produce warehouse that would soon become the home of the largest collection of pre-Civil War artifacts ever discovered. The Arabia Steamboat Museum opened to the public on November 13, 1991.

Arabia Steamboat Museum

400 Grand Blvd
Kansas City, MO
64106

www.1856.com



CITY OF PARKVILLE

Policy Report

Date: August 12, 2014

Prepared by:
Kirk Rome, P.E.
Public Works Director

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

ISSUE:

Approve "Platte Landing Park Drive" as the name for the new road in Platte Landing Park.

BACKGROUND:

With the construction of approximately 3/4 of a mile of new roadway in Platte Landing Park, it is necessary to name the road in order to address items in the park such as utilities and other improvements. This new road name will apply to the section of roadway which begins just south of the Main Street bridge over Rush Creek and extends to the new boat ramp.

The City participates in the 911 street naming protocol that is administered by the Mid-America Regional Council (MARC). This protocol has multiple naming guidelines. Naming options included 49th Street (using the Metro address grid), South 4th Street (continuing the street numbering in downtown), Main Street, or a "vanity" named Street. The Metro street grid was not logical and staff did not feel South 4th Street would be easily recognized since no other streets south of the tracks used street numbers. Main Street would be easily recognized, but since the new road turns west it would be difficult to assign addresses. Instead staff recommended naming the road "Platte Landing Park Drive" or "Platte Landing Drive." This option was discussed with the Mid-America Regional Council 911 Manager, who concurred this was the best option.

The Community Land and Recreation Board discussed options at their August 13, 2014 meeting and concurred that numbering the street or making it a continuation of Main Street was not logical. They discussed a preference for the longer Platte Landing Park Drive so as not to be confused with other "Platte Landing" amenities in Platte County.

BUDGET IMPACT:

With the exception of any cost for street name signs and associated maintenance, no budget impact is anticipated.

ALTERNATIVES:

1. Approve the name for the new entry road in Platte Landing Park.
2. Do not approve the name for the new entry road in Platte Landing Park.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving "Platte Landing Park Drive" as the name for the new road in Platte Landing Park.

COMMUNITY LAND AND RECREATION BOARD RECOMMENDATION:

The Community Land and Recreation Board considered this issue at their August 13, 2014, meeting and recommended naming the new entry road in Platte Landing Park "Platte Landing Park Drive" by a unanimous vote of 8 to 0.

POLICY:

Per Parkville Municipal Code, Section 505.130, Street Names, the City shall determine street names and house numbers.

RECOMMENDED MOTION:

I move to name the new road in Platte Landing Park "Platte Landing Park Drive."