



*Notes: At 5:30 p.m., a work session will be held with Kansas City Power & Light.*

*During the meeting, a closed session will be held regarding attorney-client matters pursuant to RSMo 610.021(1).*

## **BOARD OF ALDERMEN**

**AMENDED** Regular Meeting Agenda

CITY OF PARKVILLE, MISSOURI

Tuesday, September 20, 2016 7:00 pm

City Hall Boardroom

**Next numbers: Bill No. 2887 / Ord. No. 2856**

### **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 the September 6, 2016, regular meeting
- B. Approve the minutes for the September 6, 2016, work session
- C. Receive and file the August Municipal Court report
- D. Receive and file the financial report for the month ending August 31, 2016
- E. Receive and file the crime statistics for January through July 2016
- F. Approve the second reading of an ordinance to repeal and replace Parkville Municipal Code Title IV, Chapter 471: Regulations Governing the Installation and Operation of Telecommunication Antennas and Towers. Case No. PZ16-12; City of Parkville, applicant
- G. Approve a resort liquor license for Swirl Wine Bar to be located at 5 Main Street
- H. Approve accounts payable from September 3 to September 16, 2016

*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 made by any alderman, followed by a second and a roll call vote to "Approve the consent agenda and recommended motions for each item as presented."*

### **5. ACTION AGENDA**

- A. Approve the first reading of an ordinance to approve a professional services agreement with Spencer Fane, LLP for special legal counsel services on behalf of Platte County customers related to the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company (Administration)
- B. Adopt an ordinance to rezone two parcels containing approximately 1.09 acres generally located at 10530 Highway FF from County "PI" Planned Industrial District to City "R-2" Single-Family

Residential District – Case No. PZ16-02F; Missouri American Water, applicant (Community Development)

- C. Adopt an ordinance approving the Parkville Plant Subdivision, Final Plat – Case No. PZ16-02C; Missouri American Water, applicant (Community Development)
- D. Approve a final site plan/development plan for a drinking water treatment plant at 10550 NW Highway FF in a City “R-2” Single-Family Residential District on property totaling approximately 11.10 acres – Case No. PZ16-02G; Missouri American Water Company, applicant (Community Development)
- E. Approve a construction agreement with Westland Construction, Inc. for the 2016 Downtown Sewer Repairs (Public Works)
- F. Approve or reject the alternate slate of nominations for the Parkville Old Towne Market Community Improvement District through June 2020 (Administration)

## **6. STAFF UPDATES ON ACTIVITIES**

- A. Administration
  - 1. Parks Master Plan Update
  - 2. Friends of Parkville Parks Field Grant
  - 3. Quarterly Town-Gown Meetings
- B. Community Development
  - 1. Zoning Code Update
  - 2. Missouri Moves Cost Share Program
- C. Public Works
  - 1. English Landing Park Restroom
  - 2. Fall Clean Up

## **7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD**

## **8. EXECUTIVE SESSION**

- A. Attorney-client matters pursuant to RSMo 610.021(1)

## **9. ADJOURN**

### General Agenda Notes:

The agenda closed at noon on September 15, 2016. 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 vote of the Board of Aldermen. The deadline to submit your name for Citizen Input is noon on September 20, 2016.

**1. CALL TO ORDER**

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, September 6, 2016, at City Hall located at 8880 Clark Avenue, Parkville, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Diane Driver	- present
Ward 1 Alderman Tina Welch	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Robert Lock	- present
Ward 3 Alderman Douglas Wylie	- present
Ward 4 Alderman Marc Sportsman	- present
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
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Matthew Chapman, Finance/Human Resources Director
Tim Blakeslee, Assistant to the City Administrator
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**

**A. Paint Parkville 2016 Purchase Award Presentation**

Mayor Johnston presented the 2016 Paint Parkville purchase award winning painting "Welcome" to the artist Craig Lueck.

**4. CONSENT AGENDA**

- A. Approve the minutes for the August 16, 2016, regular meeting
- B. Receive and file the July sewer report
- C. Approve the Semi-Annual Financial Report for the first half of 2016 and direct City Administration to publish
- D. Approve the selection of Nationwide Payment Solutions/Municipay to provide credit and debit card processing for City Hall and the Municipal Court and approve Resolution No. 16-016 revising the credit card convenience fees in the Schedule of Fees
- E. Approve Resolution No. 16-017 amending Article D-12 of the Parkville Personnel Manual to correct contradictory language as to the payment of part-time personnel
- F. Declare the 1997 Jeep Cherokee as surplus equipment and auction it through KCI Auto Auction
- G. Approve memorandums of agreement with Park University to conduct an annual supervised deer hunt and permit hunt
- H. Approve a construction agreement with Twin Traffic Marking Corp. for the 2016 Pavement Marking Program
- I. Approve a professional services agreement with TekCollect for a pilot project to collect delinquent account balances owed by sewer customers
- J. Approve accounts payable from August 13 to September 2, 2016

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED.** ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, WELCH, RITTMAN, LOCK AND SPORTSMAN. MOTION PASSED 8-0.

## 5. ACTION AGENDA

### A. Approve or reject the slate of nominations for the Parkville Old Towne Market Community Improvement District through June 2020

City Clerk Melissa McChesney provided a history of the Parkville Old Towne Market Community Improvement District (POTMCID) and an overview of the successor director appointment process. A slate of nominations was received on August 15 and the POTMCID nominated Dave Williams as a property owner, Tom Hutsler as a resident and Mark Bentley as a business operator to serve through June 2020.

McChesney noted that in 2014 there was confusion about the number of appointments to be made, vacancies being filled, new appointments and terms of office and staff was still unable to determine the membership of the POTMCID Board of Directors. She added that the City was required to respond within 30 days of receipt of the slate of nominations which was September 13.

Mayor Johnston stated that the POTMCID Board needed to clarify the information asked for by the City and did not want to approve the slate until the information was received. She felt the POTMCID was using the interim positions as a way to circumvent the City's appointments. She also noted that she did not want to approve a slate with Tom Hutsler as a nomination because of issues with the proposed Highway 9 Community Improvement District.

Alderman Sportsman asked if changes to by-laws were required to be submitted to the Board of Aldermen and City Administrator Lauren Palmer responded that she was not aware that the POTMCID was required to submit changes to the City. Sportsman added that he supported the Mayor's comments and noted the Board did not know who was serving on the POTMCID board.

Alderman Werner stated that the slate submitted was incomplete and the Board should not approve an incomplete slate. He supported the Mayor and Alderman Sportsman's comments and supported rejecting the slate.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **REJECT THE SLATE AND REQUEST THAT THE PARKVILLE OLD TOWNE MARKET COMMUNITY IMPROVEMENT DISTRICT SUBMIT A FULL ROSTER OF ITS BOARD OF DIRECTORS AND A STATEMENT TO CLARIFY THE DISCREPANCIES ON APPOINTMENTS.** ALL AYES; MOTION PASSED 8-0.

### B. Approve construction agreements with GS Structural for carpentry work and Tnemec flooring installation and Full Nelson Plumbing, Inc. for plumbing work for the English Landing Park Restroom rehabilitation project

Public Works Director Alysen Abel said that the restroom rehabilitation project agreements were presented to the Finance Committee on August 29. The Committee approved the agreement with Action Concrete but the remaining agreements were beyond the Committee's approval authority. Abel noted that since the meeting Across the Board contacted City staff and were not able to start work until after November 1, which was the deadline to have the work done in order to use the funds from the Platte County outreach grant, so they withdrew their quote. The next lowest bidder was GS Structural and Abel noted that the City had worked with them on past projects.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE CONSTRUCTION AGREEMENTS WITH GS STRUCTURAL**

**IN THE AMOUNT OF \$26,500 FOR CARPENTRY WORK AND TNAMEC FLOORING INSTALLATION; AND WITH FULL NELSON PLUMBING IN THE AMOUNT OF \$19,800.60 FOR PLUMBING WORK AND INSTALLATION OF THE AMERICANS WITH DISABILITIES ACT (ADA) DRINKING FOUNTAIN WITH DOG BOWL FOR THE ENGLISH LANDING RESTROOM REHABILITATION. ALL AYES; MOTION PASSED 8-0.**

**C. Approve the first reading of an ordinance to repeal and replace Parkville Municipal Code Chapter 471 regarding regulations governing the installation and operation of telecommunication antennas and towers – Case No. PZ16-12; City of Parkville, applicant**

Community Development Director Stephen Lachky stated that the Board approved special legal counsel services with Cunningham, Vogel and Rost, P.C., to review the City's cell tower regulations. Lachky provided an overview of changes from House Bill 331 and the recommended text changes to the Parkville Municipal Code.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2884, AN ORDINANCE REPEALING AND REPLACING PARKVILLE MUNICIPAL CODE CHAPTER 471 REGARDING REGULATIONS GOVERNING THE INSTALLATION AND OPERATION OF TELECOMMUNICATION ANTENNAS AND TOWERS, ON FIRST READING AND POSTPONE THE SECOND READING TO SEPTEMBER 20, 2016. ALL AYES; MOTION PASSED 8-0.**

**D. Adopt an ordinance extending the city limits to include approximately 0.7646 acres generally located at 10530 Highway FF and approximately 0.3255 acres of parcel No. 20-8.0-34-000-000-006.001 – Case No. PZ16-02E; Missouri American Water Company, applicant**

Community Development Director Stephen Lachky said that the City received a voluntary annexation petition for two parcels totaling approximately one acre. The original footprint of the proposed plant was changed and Missouri American Water acquired two parcels and submitted a revised site plan in June. Annexation requests required a public hearing but did not require approval by the Planning and Zoning Commission. Lachky noted that the plan submitted included answers to most of the questions that were considered before an annexation request would be approved.

Mayor Johnston opened the public hearing and opened the floor to public comment. Hearing none, she closed the public hearing.

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2885, AN ORDINANCE EXTENDING THE LIMITS OF THE CITY OF PARKVILLE TO INCLUDE THE DESCRIBED REAL ESTATE GENERALLY LOCATED AT 10530 HIGHWAY FF IN UNINCORPORATED PLATTE COUNTY, MO – PARCEL NOS. 20-8.0-34-000-000-006.000 (0.7646 ACRES, MORE OR LESS) AND 20-8.0-34-000-000-006.001 (0.3255 ACRES, MORE OR LESS), ON FIRST READING. ALL AYES; MOTION PASSED 8-0.**

**IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2885 ON SECOND READING BY TITLE ONLY TO BECOME ORDINANCE NO. 2854. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, WELCH, RITTMAN, LOCK AND SPORTSMAN. MOTION PASSED 8-0.**

**E. Adopt an ordinance to approve a conditional use permit to construct and operate a drinking water treatment plant at 10550 NW FF Highway on three parcels containing approximately 11.10 acres located approximately one mile west of Main Street on NW FF**

**Hwy and abutting NW FF Hwy, zoned “R-2” Single-Family Residential District – Case No. PZ16-02A; Missouri American Water Company, applicant**

Community Development Director Stephen Lachky stated that Missouri American Water was proposing to relocate the existing plant, located at 101 East First Street, which had been in operation for over 100 years. He noted that they looked at renovating the facility but due to increased usage they determined that a new facility was warranted. The proposed location was near the existing wells. Lachky added that two public hearings were held by the Planning and Zoning Commission and the Commission recommended approval of the conditional use permit at its August meeting. The Commission would review an application to rezone the two annexed parcels into one parcel at its meeting on September 14.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2886, AN ORDINANCE **APPROVING THE CONDITIONAL USE PERMIT TO CONSTRUCT AND OPERATE A DRINKING WATER TREATMENT PLANT AT 10550 NW FF HIGHWAY, SUBJECT TO CONDITIONS BY STAFF AND THE PLANNING AND ZONING COMMISSION, ON FIRST READING. ALL AYES; MOTION PASSED 8-0.**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2886 ON SECOND READING TO BECOME ORDINANCE NO. 2855. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, WELCH, RITTMAN, LOCK AND SPORTSMAN. MOTION PASSED 8-0.

**6. STAFF UPDATES ON ACTIVITIES**

**A. Administration**

**1. Friends of Parkville Parks Funding Proposal for Temporary Fields**

Assistant to the City Administrator Tim Blakeslee explained that the Friends of Parkville Parks planned to disband and City staff was informed that they were requesting proposals for projects to fund with the remaining funds. City staff was working on a proposal for practice fields near the entrance to Platte Landing Park. On a similar topic, Blakeslee added that staff was working with a local baseball academy regarding maintenance of Grigsby Field in exchange for practice times.

**B. Police Department**

**1. Red Friday, September 9, 2016**

Police Chief Kevin Chrisman stated that Red Friday was scheduled for September 9. In April, Mayor Johnston received an e-mail from the marketing and special events intern with the Kansas City Chiefs asking if the city would be interested in representing itself on Red Friday by flying Chiefs Kingdom flags, provided free by the Chiefs, around town as an opportunity to unite the community. Chrisman added that Sergeant Laura Shadid coordinated with businesses in Parkville and by May 12 she had 52 flags dedicated for Parkville.

**C. Public Works**

**1. Route 45, Phase C Project Schedule**

Public Works Director Alysen Abel provided an update on the Route 45, Phase C project schedule, noting that a pre-construction meeting was held on August 24 to discuss 1.26 miles of road improvements on Highway 45 from Interstate 435 to Route K. The project was awarded to Clark Construction and the expected start date was September 12 with a projected completion date of December 1, 2017.

**7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FROM THE BOARD**

Alderman Plumb noted that the Parkville Chamber of Commerce legislative breakfast was scheduled for September 8.

**8. EXECUTIVE SESSION**

**A. Attorney-client matters pursuant to RSMo 610.021(1)**

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ENTER INTO EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1) AND REAL ESTATE MATTERS PURSUANT TO RSMO 610.021(2). ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, WELCH, RITTMAN, LOCK AND SPORTSMAN. MOTION PASSED 8-0.

The Board entered the executive session at 7:53 p.m. At 9:12 p.m., the Board reconvened in open session.

*Clerks Note: The minutes from the executive session are on file with the City Clerk.*

Mayor Johnston announced no action was taken as a result of the executive session.

**9. ADJOURN**

Mayor Johnston declared the meeting adjourned at 9:13 p.m.

The minutes for Tuesday, September 6, 2016, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of September 2016.

Submitted by:

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City Clerk Melissa McChesney

Mayor Nanette K. Johnston opened the work session at 5:35 p.m. on September 6, 2016, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Jim Werner, Diane Driver, Tina Welch, Dave Rittman, Robert Lock and Marc Sportsman.

The following staff was also present:

Lauren Palmer, City Administrator

Kevin Chrisman, Police Chief

Stephen Lachky, Community Development Director

Alysen Abel, Public Works Director

Tim Blakeslee, Assistant to the City Administrator

Melissa McChesney, City Clerk

## **1. GENERAL AGENDA**

### **A. New Development Fee Structure Proposal for Public Works-related items**

Public Works Director Alysen Abel provided an overview of a proposal associated with development fees for public works-related items. Abel said that staff reviewed engineering plans and performed construction inspections for public and private infrastructure for commercial and residential properties. The City's fee structure included sewer impact and sewer tap fees that were calculated for residential and commercial lots connected to the city sewer, improvement fees that were based on square footage of the lot, grading and land disturbance permits that were set on a sliding scale based on the amount of land disturbance, and right-of-way permits that were set at ten dollars. Several projects in 2016 included plan review and construction but no fees were collected. Staff took the opportunity to review the development fee structure and research other municipalities and learned that smaller cities did not have a formal structure and some worked on a sliding scale dependent upon the work being done.

In the original proposal staff determined that a sliding scale would work best for the City and included a fee of four percent of the construction cost for the public infrastructure. Staff met with developers in June to discuss the proposal and concerns were raised about the fee and in response, staff changed the recommended fee to three percent to cover staff time and resources for the inspections. Abel noted that an option could be to add third party plan reviews that could be portioned to cover the costs generated. Another concern raised at the meeting included the timing of the proposal. Staff proposed to implement the fees over time so existing projects could be completed and the full implementation would be on March 1, 2017. The second concern was the sudden increase in fees in which Abel responded that staff was only looking to cover the City's expenses and not gain additional revenue. Staff used the Cider Mill 6<sup>th</sup> plat as a basis and calculated that the existing fees only covered 1.5 percent of the construction cost but did not include construction materials testing or inspections. The final concern was about the turnaround time for plan reviews. Abel said that other cities had performance measures that included completion between ten and 15 days and the City was completing reviews between 15 and 20 days.

The Board discussed why the proposal was so low compared to other cities and noted it was not important to be the lowest but to make sure the City was getting back what it spent. City Administrator Lauren Palmer noted that a schedule of fees was adopted in 2014 to remove the fees from the Parkville Municipal Code into a separate document to give the Board the opportunity to increase all city fees by a certain amount in a resolution instead of amending each section of the Code.

The Board also discussed the amount of revenue that would be gained by the increase in development fees. Abel stated that it was hard to determine the amount of revenue because staff was unsure of the level of development in future years. The Board also discussed including an

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expedited plan review fee and whether to increase the fee over time versus having a higher fee at the beginning.

Abel provided an overview of best management practices and recommended changes. Palmer noted that the Board approved changes to the community development fees in 2014 and thanked Ms. Abel and her staff for their hard work on the proposal.

The consensus of the Board was for staff to bring forward a proposal to the Board of Aldermen to include an increase to the fee amount that would cover the cost to the City at a minimum of three percent, to include a higher fee to expedite the process that could possibly be done by a third party, and to include a grandfather clause for pre-existing development.

The work session ended at 6:48 p.m.

The work session minutes for September 6, 2016, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of September 2016.

Submitted by:

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City Clerk Melissa McChesney

August 31, 2016

I, Toni Rizzuti, hereby swear and confirm that all cases heard, tried and disposed of in the Parkville Municipal Court for the month of August 2016, are accurate and true to the best of my knowledge and beliefs.

A handwritten signature in cursive script, reading "Toni Rizzuti", is written over a horizontal line.

Toni Rizzuti  
Court Clerk





## FINANCIAL REPORT

For the Month Ended August 31, 2016

Unaudited Financial Reports

To Be Used for

Budgetary Management Purposes

## REVENUE AND EXPENDITURES BUDGETARY COMPARISON REPORT

AS OF: August 31, 2016

10 -General Fund

## FINANCIAL SUMMARY

66.7% OF FISCAL YEAR COMPLETED

	2016 ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>BEGINNING FUND BALANCE</b>	<b>1,347,819</b>		<b>1,347,819</b>			
<b>REVENUE SUMMARY</b>						
TAXES	1,119,687	1,450.51	1,138,257.53	101.7%	-18,570.53	1,093,596.00
LICENSES	56,160	1,505.00	53,417.00	95.1%	2,743.00	51,868.00
PERMITS	263,415	37,982.01	155,850.50	59.2%	107,564.50	163,168.20
FRANCHISE FEES	874,000	63,187.95	507,687.09	58.1%	366,312.91	521,575.16
SALES TAXES	1,039,500	60,470.35	694,209.77	66.8%	345,290.23	662,514.83
OTHER REVENUE	35,261	8,132.50	32,816.40	93.1%	2,444.60	24,968.50
COURT REVENUE	250,000	18,503.12	135,895.92	54.4%	114,104.08	159,263.00
INTEREST INCOME	8,000	689.84	5,726.53	71.6%	2,273.47	5,414.87
MISCELLANEOUS REVENUE	25,183	44,943.00	56,934.92	226.1%	-31,751.92	14,336.57
GRANT REVENUE	1,500	12,858.69	29,959.88	-	-28,459.88	24,629.89
TRANSFERS IN	343,530	28,627.50	229,020.00	66.7%	114,510.00	230,999.98
<b>TOTAL REVENUES</b>	<b>4,016,236</b>	<b>278,350.47</b>	<b>3,039,775.54</b>	<b>75.7%</b>	<b>976,460.46</b>	<b>2,952,335.00</b>
<b>EXPENDITURE SUMMARY</b>						
ADMINISTRATION	1,011,983	65,680.40	650,374.38	64.3%	361,608.62	532,643.16
POLICE	1,223,870	75,779.09	674,865.66	55.1%	549,004.34	666,790.84
MUNICIPAL COURT	153,471	13,726.74	92,293.72	60.1%	61,177.28	90,621.26
PUBLIC WORKS	215,687	12,929.31	112,614.27	52.2%	103,072.73	109,727.64
COMMUNITY DEVELOPMENT	316,393	20,516.23	159,024.48	50.3%	157,368.52	167,369.45
STREET DEPARTMENT	399,656	26,429.55	245,022.18	61.3%	154,633.82	236,681.77
PARKS DEPARTMENT	356,007	21,621.03	198,445.74	55.7%	157,561.26	213,673.33
NATURE SANCTUARY	39,681	1,578.19	14,890.84	37.5%	24,790.16	16,384.61
PUBLIC INFORMATION	13,810	950.00	6,950.00	50.3%	6,860.00	8,667.88
INFORMATION TECHNOLOGY	43,974	2,330.14	34,464.90	78.4%	9,509.10	20,981.49
GENERAL FUND CAPITAL OUTLAY	351,035	30,620.00	131,600.24	37.5%	219,434.76	47,158.41
TRANSFERS OUT TO OTHER FUNDS	317,500	26,458.33	211,666.66	66.7%	105,833.34	185,000.00
<b>TOTAL EXPENDITURES</b>	<b>4,443,067</b>	<b>298,619.01</b>	<b>2,532,213.07</b>	<b>57.0%</b>	<b>1,910,853.93</b>	<b>2,295,699.84</b>
<b>EXCESS REV OVER / (UNDER) EXPENDITURES</b>	<b>-426,831</b>	<b>(20,268.54)</b>	<b>507,562.47</b>			<b>656,635.16</b>
PRIOR YEAR FUND BALANCES ALLOCATED FOR 2015 GENERAL FUND USE	426,914		0.00			
<b>ESTIMATED ENDING BALANCE</b>	<b>920,988</b>		<b>1,855,381.47</b>			

# General Fund (10)

Last Updated 09/15/2016

	2013 Actual	2014 Actual	2015 Actual	2016 Budget	2016 YTD	2016 Projected	2017 Proposed	2018 Projected	2019 Projected	2020 Projected	2021 Projected	2022 Projected
<i>Beginning Fund Balance</i>	\$ 374,112	\$ 738,327	\$ 1,137,653	\$ 1,347,819	\$ 1,514,319	\$ 1,514,319	\$ 1,067,394	\$ 603,463	\$ 436,233	\$ 262,511	\$ 57,866	\$ (85,863)
<b>Revenues</b>												
Taxes	1,966,167	2,066,998	2,132,142	2,159,187	1,832,467	2,195,701	2,218,500	2,262,870	2,308,127	2,354,290	2,401,376	2,449,403
Licenses	39,907	47,824	59,563	56,160	53,417	56,685	54,893	55,434	55,981	56,534	57,091	57,655
Permits	210,575	331,390	256,201	263,415	155,851	195,015	206,167	210,008	213,655	217,374	221,167	225,305
Franchise Fees	865,901	901,327	828,215	874,000	507,687	840,384	871,000	888,290	905,925	910,516	928,727	947,301
Other Revenue	28,280	32,657	35,096	35,261	32,816	41,161	42,093	42,672	43,262	43,865	44,481	45,108
Court Revenue	257,910	269,935	225,128	250,000	135,896	207,000	220,000	223,300	226,650	230,049	233,500	237,002
Interest Income	18,153	6,626	7,623	8,000	5,727	8,000	8,160	8,323	8,490	8,659	8,833	9,009
Miscellaneous Revenue	32,350	39,848	60,460	25,183	76,139	95,803	42,080	42,280	42,484	43,986	45,557	47,200
Grant Revenue	4,594	3,837	8,827	1,500	10,756	10,756	1,500	-	-	-	-	-
Transfers	1,027,876	582,680	348,251	343,530	229,020	293,530	340,601	342,713	339,867	337,064	334,305	331,592
<b>Total - General Fund Revenues:</b>	<b>4,451,713</b>	<b>4,283,121</b>	<b>3,961,506</b>	<b>4,016,236</b>	<b>3,039,776</b>	<b>3,944,035</b>	<b>4,004,993</b>	<b>4,075,890</b>	<b>4,144,440</b>	<b>4,202,338</b>	<b>4,275,037</b>	<b>4,349,577</b>
<b>Total Sources</b>	<b>4,825,825</b>	<b>5,021,449</b>	<b>5,099,160</b>	<b>5,364,055</b>	<b>4,554,094</b>	<b>5,458,354</b>	<b>5,072,387</b>	<b>4,679,353</b>	<b>4,580,673</b>	<b>4,464,849</b>	<b>4,332,902</b>	<b>4,263,713</b>
<b>Expenditures</b>												
Administration	766,897	896,855	789,401	1,011,983	650,374	1,013,983	1,035,373	1,031,995	1,052,585	1,073,775	1,095,584	1,118,034
Police	1,096,361	1,096,979	1,036,581	1,223,870	674,866	1,203,870	1,178,956	1,250,968	1,278,814	1,307,432	1,336,849	1,367,089
Municipal Court	135,531	138,999	132,141	153,471	92,294	153,471	156,527	156,366	159,332	162,372	165,486	168,678
Public Works	102,708	145,444	172,372	215,770	112,614	213,403	208,349	219,832	223,989	228,242	232,595	237,051
Community Development	258,083	249,809	267,231	316,393	159,024	293,562	296,290	323,098	329,967	337,005	344,215	351,605
Streets	674,175	340,633	356,757	399,656	245,022	399,656	416,945	409,318	419,263	429,499	440,036	450,885
Parks	251,594	281,741	319,765	356,007	198,446	353,281	379,968	362,732	369,635	376,721	383,995	391,465
Nature Sanctuary	19,352	27,156	29,834	39,681	14,891	35,856	40,201	40,033	40,389	40,749	41,113	41,481
Information Technology	45,884	34,167	34,185	43,974	34,465	43,974	13,810	44,194	44,415	44,637	44,860	45,084
Public Information	16,915	15,450	15,357	13,810	6,950	13,810	54,607	13,879	13,948	14,018	14,088	14,159
Capital Outlay (CIP)	-	118,562	149,139	351,035	131,600	312,480	374,764	103,034	103,834	104,534	44,800	100,000
Transfers	720,000	538,000	282,077	317,500	211,667	353,615	313,134	287,670	281,990	288,001	275,144	283,462
<b>Total - General Fund Expenditures:</b>	<b>4,087,498</b>	<b>3,883,795</b>	<b>3,584,841</b>	<b>4,443,150</b>	<b>2,532,213</b>	<b>4,390,960</b>	<b>4,468,924</b>	<b>4,243,120</b>	<b>4,318,161</b>	<b>4,406,984</b>	<b>4,418,766</b>	<b>4,568,992</b>
<b>Estimated Ending Balance (deficit):</b>	<b>738,327</b>	<b>1,137,653</b>	<b>1,514,319</b>	<b>920,905</b>	<b>2,021,881</b>	<b>1,067,394</b>	<b>603,463</b>	<b>436,233</b>	<b>262,511</b>	<b>57,866</b>	<b>(85,863)</b>	<b>(305,279)</b>

# Emergency Reserve (50)

Last Updated 09/15/2016

	2012	2013	2014	2015	2015	2016	2016	2016	2017	2018	2019	2020	2021
	Actual	Actual	Actual	Budget	Actual	Budget	YTD	Projected	Projected	Projected	Projected	Projected	Projected
<i>Beginning Fund Balance</i>	\$ 618,931	\$ 724,989	\$ 1,070,966	\$ 1,387,966	\$ 1,387,966	\$ 1,269,842	\$ 1,269,842	\$ 1,269,842	\$ 1,499,149	\$ 1,449,231	\$ 1,304,446	\$ 1,154,931	\$ 1,007,752
<b>Revenues</b>													
Temporary Operating Levy	-	-	-	-	-	15,364	15,364	50,605					
Transfer from Transportation Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from Sewer Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from General Fund	106,058	450,000	317,000	60,000	60,000	317,500	211,667	317,500	313,134	287,670	281,990	288,001	275,144
<b>Emergency Reserve Revenues:</b>	<b>106,058</b>	<b>450,000</b>	<b>317,000</b>	<b>60,000</b>	<b>60,000</b>	<b>332,864</b>	<b>227,031</b>	<b>368,105</b>	<b>313,134</b>	<b>287,670</b>	<b>281,990</b>	<b>288,001</b>	<b>275,144</b>
<b>Total Sources:</b>	<b>724,989</b>	<b>1,174,989</b>	<b>1,387,966</b>	<b>1,447,966</b>	<b>1,447,966</b>	<b>1,602,706</b>	<b>1,496,872</b>	<b>1,637,947</b>	<b>1,812,283</b>	<b>1,736,901</b>	<b>1,586,436</b>	<b>1,442,932</b>	<b>1,282,896</b>
<b>Expenditures</b>													
Brush Creek Sewer NID	-	104,023	-	-	-	-	-	-	84,584	153,262	151,737	154,987	153,012
Brink Meyer Road NID	-	-	-	-	178,124	146,758	73,994	138,798	278,468	279,193	279,768	280,193	280,468
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Emergency Reserve Expenditures:</b>	<b>-</b>	<b>104,023</b>	<b>-</b>	<b>-</b>	<b>178,124</b>	<b>146,758</b>	<b>73,994</b>	<b>138,798</b>	<b>363,052</b>	<b>432,455</b>	<b>431,505</b>	<b>435,180</b>	<b>433,480</b>
<b>Estimated Ending Balance (deficit):</b>	<b>724,989</b>	<b>1,070,966</b>	<b>1,387,966</b>	<b>1,447,966</b>	<b>1,269,842</b>	<b>1,455,948</b>	<b>1,422,879</b>	<b>1,499,149</b>	<b>1,449,231</b>	<b>1,304,446</b>	<b>1,154,931</b>	<b>1,007,752</b>	<b>849,417</b>
<b>TARGET (per reserve policy):</b>	1,069,849	1,021,875	988,197	1,082,959	896,210			1,097,740	1,135,079	1,080,760	1,091,328	1,122,839	1,126,369

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund  
 FINANCIAL SUMMARY

66.67% 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	1,119,687	1,450.51	1,138,257.53	101.66 (	18,570.53)	1,093,596.00
LICENSES	56,160	1,505.00	53,417.00	95.12	2,743.00	51,868.00
PERMITS	263,415	37,982.01	155,850.50	59.17	107,564.50	163,168.20
FRANCHISE FEES	874,000	63,187.95	507,687.09	58.09	366,312.91	521,575.16
SALES TAXES	1,039,500	60,470.35	694,209.77	66.78	345,290.23	662,514.83
OTHER REVENUE	35,261	8,132.50	32,816.40	93.07	2,444.60	24,968.50
COURT REVENUE	250,000	18,503.12	135,895.92	54.36	114,104.08	159,263.00
INTEREST INCOME	8,000	689.84	5,726.53	71.58	2,273.47	5,414.87
MISCELLANEOUS REVENUE	26,683	57,801.69	86,894.80	325.66 (	60,211.80)	38,966.46
TRANSFERS IN	343,530	28,627.50	229,020.00	66.67	114,510.00	230,999.98
TOTAL REVENUES	4,016,236	278,350.47	3,039,775.54	75.69	976,460.46	2,952,335.00

EXPENDITURE SUMMARY

ADMINISTRATION	1,329,483	65,680.40	650,374.38	48.92	679,108.62	532,643.16
POLICE	1,223,870	75,779.09	674,865.66	55.14	549,004.34	666,790.84
MUNICIPAL COURT	153,471	13,726.74	92,293.72	60.14	61,177.28	90,621.26
PUBLIC WORKS	215,687	12,929.31	112,614.27	52.21	103,072.73	109,727.64
COMMUNITY DEVELOPMENT	316,393	20,516.23	159,024.48	50.26	157,368.52	167,369.45
STREET DEPARTMENT	399,656	26,429.55	245,022.18	61.31	154,633.82	236,681.77
PARKS DEPARTMENT	356,007	21,621.03	198,445.74	55.74	157,561.26	213,673.33
NATURE SANCTUARY	39,681	1,578.19	14,890.84	37.53	24,790.16	16,384.61
CHANNEL 2 & WEBSITE	13,810	950.00	6,950.00	50.33	6,860.00	8,667.88
TRANSFERS OUT	0	26,458.33	211,666.66	0.00 (	211,666.66)	185,000.00
IT	43,974	2,330.14	34,464.90	78.38	9,509.10	20,981.49
CAPITAL OUTLAY	351,035	30,620.00	131,600.24	37.49	219,434.76	47,158.41
TOTAL EXPENDITURES	4,443,067	298,619.01	2,532,213.07	56.99	1,910,853.93	2,295,699.84

EXCESS REVENUES OVER/(UNDER) EXPENDITURE ( 426,831) ( 20,268.54) 507,562.47 ( 934,393.47) 656,635.16

10 -General Fund

FINANCIAL SUMMARY

66.67% OF FISCAL YEAR COMPLETED

REVENUES

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

10-41001-00 Real & Personal Property Tax	941,387	824.19	958,606.94	101.83 (	17,219.94)	918,427.24
10-41002-00 Penalties	4,500	241.34	2,737.84	60.84	1,762.16	2,481.94
10-41003-00 Corp Merchants & Manufacturi	147,000	0.00	148,946.45	101.32 (	1,946.45)	146,270.33
10-41004-00 Financial Institution Tax	2,000	0.00	2,954.78	147.74 (	954.78)	2,065.32
10-41005-00 Vehicle Tax	24,800	384.98	25,011.52	100.85 (	211.52)	24,351.17
<b>TOTAL TAXES</b>	<b>1,119,687</b>	<b>1,450.51</b>	<b>1,138,257.53</b>	<b>101.66 (</b>	<b>18,570.53)</b>	<b>1,093,596.00</b>

LICENSES

10-41101-00 Dog License (Tags)	1,950	105.00	1,700.00	87.18	250.00	1,822.50
10-41102-00 Occupational License	33,835	1,220.00	33,822.00	99.96	13.00	31,283.00
10-41102-02 Late Fees on Bus Licenses	0	0.00	12.50	0.00 (	12.50)	425.00
10-41103-00 Peddler's Licenses	650	0.00	1,010.00	155.38 (	360.00)	650.00
10-41104-00 Liquor Licenses	18,225	15.00	15,502.50	85.06	2,722.50	16,745.00
10-41111-00 Convenience Fees Under \$200	1,500	165.00	1,215.00	81.00	285.00	865.00
10-41112-00 Convenience Fees Over \$200	0	0.00	155.00	0.00 (	155.00)	77.50
<b>TOTAL LICENSES</b>	<b>56,160</b>	<b>1,505.00</b>	<b>53,417.00</b>	<b>95.12</b>	<b>2,743.00</b>	<b>51,868.00</b>

PERMITS

10-41201-00 Building Permits	220,000	18,630.15	115,507.60	52.50	104,492.40	135,883.75
10-41201-01 Occupancy Permit	1,500	0.00	400.00	26.67	1,100.00	400.00
10-41202-00 Sign Permits	0	30.00	1,265.00	0.00 (	1,265.00)	370.00
10-41205-00 Development Permits	1,515	0.00	1,200.00	79.21	315.00	1,275.00
10-41205-01 Public Improvement Fees	30,300	902.44	11,608.77	38.31	18,691.23	20,141.20
10-41206-00 Rezoning Permits	0	300.00	300.00	0.00 (	300.00)	900.00
10-41207-00 Subdivision Permit Fees	0	18,119.42	21,744.13	0.00 (	21,744.13)	3,248.25
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	0.00	300.00	0.00 (	300.00)	600.00
10-41209-01 Special Event Permit	0	0.00	3,420.00	0.00 (	3,420.00)	50.00
10-41210-00 Grading/PW Use Permits	0	0.00	105.00	0.00 (	105.00)	0.00
10-41211-00 Engineering Reviews	10,100	0.00	0.00	0.00	10,100.00	0.00
<b>TOTAL PERMITS</b>	<b>263,415</b>	<b>37,982.01</b>	<b>155,850.50</b>	<b>59.17</b>	<b>107,564.50</b>	<b>163,168.20</b>

FRANCHISE FEES

10-41301-00 Telecom Franchise	210,000	14,469.43	136,929.11	66.16	71,070.89	137,762.71
10-41302-00 Missouri Gas Energy	128,000	0.00	91,034.11	71.12	36,965.89	126,568.59
10-41303-00 Missouri American Water	125,000	29,543.71	82,836.00	66.27	42,164.00	72,804.98
10-41304-00 KC Power & Light	330,000	0.00	135,991.35	41.21	194,008.65	126,547.02
10-41305-00 Martin Marietta Stone Royalt	15,000	1,754.14	7,492.54	49.95	7,507.46	8,381.84
10-41306-00 Cable/Video Service Franchis	66,000	17,420.67	51,403.98	77.88	14,596.02	49,510.02
<b>TOTAL FRANCHISE FEES</b>	<b>874,000</b>	<b>63,187.95</b>	<b>507,687.09</b>	<b>58.09</b>	<b>366,312.91</b>	<b>521,575.16</b>

SALES TAXES

10-41401-00 Sales Tax-General Revenue	970,000	54,296.92	646,012.14	66.60	323,987.86	615,835.39
10-41402-00 Motor Vehicle Sales Tax	46,000	4,453.66	31,578.31	68.65	14,421.69	30,226.33
10-41403-00 Motor Vehicle Fee	23,500	1,719.77	16,619.32	70.72	6,880.68	16,453.11
<b>TOTAL SALES TAXES</b>	<b>1,039,500</b>	<b>60,470.35</b>	<b>694,209.77</b>	<b>66.78</b>	<b>345,290.23</b>	<b>662,514.83</b>

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund  
FINANCIAL SUMMARY  
REVENUES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER REVENUE</u>						
10-41501-00 Farmers Market	1,061	0.00	1,060.90	99.99	0.10	772.50
10-41504-00 Park Shelter Reservations	12,000	2,107.50	11,122.50	92.69	877.50	9,815.00
10-41504-01 Sports Fields Reservations	4,500	1,210.00	10,595.00	235.44 (	6,095.00)	4,590.00
10-41504-02 Park Events Reservations	15,000	4,815.00	10,148.00	67.65	4,852.00	9,791.00
10-41505 Reservation Refunds - Floodi	0	0.00 (	110.00)	0.00	110.00	0.00
10-41505-01 Nature Sanctuary Programs	2,700	0.00	0.00	0.00	2,700.00	0.00
<b>TOTAL OTHER REVENUE</b>	<b>35,261</b>	<b>8,132.50</b>	<b>32,816.40</b>	<b>93.07</b>	<b>2,444.60</b>	<b>24,968.50</b>
<u>COURT REVENUE</u>						
10-41601-00 Fines	250,000	17,637.50	129,294.44	51.72	120,705.56	153,946.50
10-41602-00 CVC Reports	0	46.62	388.48	0.00 (	388.48)	370.00
10-41602-01 Appointed Attorney Reimburse	0	299.50	2,432.50	0.00 (	2,432.50)	2,436.50
10-41602-02 Boarding of Prisoners Reimbu	0	300.50	1,665.50	0.00 (	1,665.50)	480.00
10-41603-00 Police Reports	0	219.00	2,115.00	0.00 (	2,115.00)	2,030.00
<b>TOTAL COURT REVENUE</b>	<b>250,000</b>	<b>18,503.12</b>	<b>135,895.92</b>	<b>54.36</b>	<b>114,104.08</b>	<b>159,263.00</b>
<u>INTEREST INCOME</u>						
10-41701-00 Interest Income	8,000	689.84	5,726.53	71.58	2,273.47	5,414.87
<b>TOTAL INTEREST INCOME</b>	<b>8,000</b>	<b>689.84</b>	<b>5,726.53</b>	<b>71.58</b>	<b>2,273.47</b>	<b>5,414.87</b>
<u>MISCELLANEOUS REVENUE</u>						
10-41801-00 Miscellaneous	10,000	278.00	6,553.92	65.54	3,446.08	10,341.57
10-41801-05 Newsletter Advertising	0	0.00	0.00	0.00	0.00	2,550.00
10-41802-00 Leased Properties	5,880	44,665.00	44,665.00	759.61 (	38,785.00)	0.00
10-41803-99 FEMA Flood Reparations	0	2,858.69	19,203.88	0.00 (	19,203.88)	15,802.89
10-41804-05 Stormwater Grant	0	10,000.00	10,000.00	0.00 (	10,000.00)	0.00
10-41804-07 Bulletproof Vest Grant	1,500	0.00	756.00	50.40	744.00	345.00
10-41804-09 Other Grants	0	0.00	0.00	0.00	0.00	8,482.00
10-41805-00 Sale of Vehicles/Equipment	8,000	0.00	0.00	0.00	8,000.00	0.00
10-41807-01 Insurance Claim Reimb.	0	0.00	5,716.00	0.00 (	5,716.00)	1,445.00
10-41808-00 POST Monies	1,303	0.00	0.00	0.00	1,303.00	0.00
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>26,683</b>	<b>57,801.69</b>	<b>86,894.80</b>	<b>325.66 (</b>	<b>60,211.80)</b>	<b>38,966.46</b>
<u>TRANSFERS IN</u>						
10-41901-00 Transfer f Transportation Fu	240,000	20,000.00	160,000.00	66.67	80,000.00	163,333.32
10-41903-00 Administration Fee	103,530	8,627.50	69,020.00	66.67	34,510.00	67,666.66
<b>TOTAL TRANSFERS IN</b>	<b>343,530</b>	<b>28,627.50</b>	<b>229,020.00</b>	<b>66.67</b>	<b>114,510.00</b>	<b>230,999.98</b>
<b>TOTAL REVENUE</b>	<b>4,016,236</b>	<b>278,350.47</b>	<b>3,039,775.54</b>	<b>75.69</b>	<b>976,460.46</b>	<b>2,952,335.00</b>

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund  
ADMINISTRATION  
EXPENDITURES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>PERSONNEL</b>						
10-501.01-01-00 Salaries	326,252	24,530.34	196,016.84	60.08	130,235.16	185,173.50
10-501.01-03-00 Overtime	1,500	0.00	0.00	0.00	1,500.00	0.00
10-501.01-11-00 Mayor and Aldermen	57,600	4,430.90	33,943.78	58.93	23,656.22	35,433.35
10-501.01-21-00 FICA & Medicare	26,826	2,153.22	17,927.99	66.83	8,898.01	16,711.58
10-501.01-22-00 Retirement	25,820	1,874.32	15,796.03	61.18	10,023.97	14,595.75
10-501.01-32-00 Exp Allowance-Bd of Alde	0	0.00	0.00	0.00	0.00	1,170.00
10-501.01-33-00 Auto Allow-City Administ	1,200	100.00	800.00	66.67	400.00	800.00
10-501.01-40-00 Membership Fees & Dues -	1,000	0.00	340.00	34.00	660.00	505.00
10-501.01-41-00 Memberhsip Fees & Dues -	2,900	0.00	2,010.75	69.34	889.25	1,522.00
10-501.01-41-02 Professional Dev - Staff	11,000	28.09	6,697.96	60.89	4,302.04	7,136.70
10-501.01-41-03 Professional Dev - Board	5,500	350.00	1,491.60	27.12	4,008.40	922.50
<b>TOTAL PERSONNEL</b>	<b>459,598</b>	<b>33,466.87</b>	<b>275,024.95</b>	<b>59.84</b>	<b>184,573.05</b>	<b>263,970.38</b>
<b>INSURANCE</b>						
10-501.02-01-00 Liability Insurance	68,000	0.00	80,921.70	119.00 (	12,921.70)	64,543.68
10-501.02-01-01 Insurance Deductible	20,000	0.00	6,426.00	32.13	13,574.00	0.00
10-501.02-02-00 Health, Life & Dental	36,499	2,865.46	26,766.81	73.34	9,732.19	22,995.63
10-501.02-03-00 Workers Compensation	1,500	14.22	1,076.76	71.78	423.24	699.27
10-501.02-04-00 Unemployment	2,500	0.00	0.00	0.00	2,500.00	0.00
10-501.02-05-00 Property Insurance	18,000	0.00	16,198.36	89.99	1,801.64	11,363.96
<b>TOTAL INSURANCE</b>	<b>146,499</b>	<b>2,879.68</b>	<b>131,389.63</b>	<b>89.69</b>	<b>15,109.37</b>	<b>99,602.54</b>
<b>UTILITIES</b>						
10-501.03-01-00 Telephone & Voicemail	6,000 (	156.47)	2,985.23	49.75	3,014.77	2,970.80
10-501.03-02-00 Electricity	58,500	4,971.53	33,317.34	56.95	25,182.66	30,005.86
10-501.03-04-00 Water	6,250	30.65	3,943.35	63.09	2,306.65	3,655.99
10-501.03-05-00 Mobile Phones & Pagers	120	10.00	80.00	66.67	40.00	70.00
10-501.03-07-00 Train Depot Utilities	0	0.00	105.32	0.00 (	105.32)	0.00
10-501.03-08-00 Cable	2,100	0.00	1,223.39	58.26	876.61	1,426.45
10-501.03-09-00 Trash Hauling	300	0.00	225.00	75.00	75.00	225.00
<b>TOTAL UTILITIES</b>	<b>73,270</b>	<b>4,855.71</b>	<b>41,879.63</b>	<b>57.16</b>	<b>31,390.37</b>	<b>38,354.10</b>
<b>CAPITAL EXPENDITURES</b>						
10-501.04-22-00 Lease Purchase-Office Eq	1,200	0.00	627.00	52.25	573.00	426.50
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>1,200</b>	<b>0.00</b>	<b>627.00</b>	<b>52.25</b>	<b>573.00</b>	<b>426.50</b>
<b>OTHER PURCHASES</b>						
10-501.05-01-00 Office Supplies & Consum	5,000	276.90	2,234.83	44.70	2,765.17	2,851.34
10-501.05-02-00 Postage	1,350	259.48	1,402.20	103.87 (	52.20)	751.52
10-501.05-04-00 Printing	700	35.00	415.50	59.36	284.50	581.50
10-501.05-05-00 Publications	250	0.00	236.00	94.40	14.00	236.00
<b>TOTAL OTHER PURCHASES</b>	<b>7,300</b>	<b>571.38</b>	<b>4,288.53</b>	<b>58.75</b>	<b>3,011.47</b>	<b>4,420.36</b>
<b>MAINTENANCE</b>						
10-501.06-01-00 Building Maint & Repair	20,000	25.00	21,720.62	108.60 (	1,720.62)	6,814.88
10-501.06-01-01 HVAC Maintenance & Repai	2,500	403.30	5,312.91	212.52 (	2,812.91)	797.00
10-501.06-02-00 Janitorial Services/Supp	11,000	155.23	3,669.61	33.36	7,330.39	6,249.70

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

## 10 -General Fund

## ADMINISTRATION

66.67% OF FISCAL YEAR COMPLETED

## EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-501.06-11-00 Train Depot Maint	6,200	0.00	271.28	4.38	5,928.72	131.22
10-501.06-34-00 Office Equipment Mainten	2,500	0.00	2,214.93	88.60	285.07	1,425.64
<b>TOTAL MAINTENANCE</b>	<b>42,200</b>	<b>583.53</b>	<b>33,189.35</b>	<b>78.65</b>	<b>9,010.65</b>	<b>15,418.44</b>

## CITY SERVICES

10-501.07-01-00 Elections	2,500	0.00	2,342.60	93.70	157.40	1,958.25
10-501.07-02-00 Advertising/Public Notic	6,120	36.00	1,157.00	18.91	4,963.00	229.96
10-501.07-04-00 Credit Card Fees	2,000	1,370.99	1,370.99	68.55	629.01	0.00
10-501.07-47-00 MARC HHW Program	5,776	0.00	5,776.16	100.00	(0.16)	5,776.16
10-501.07-99-00 FOPAS - Animal Control	6,000	500.00	3,000.00	50.00	3,000.00	4,500.00
<b>TOTAL CITY SERVICES</b>	<b>22,396</b>	<b>1,906.99</b>	<b>13,646.75</b>	<b>60.93</b>	<b>8,749.25</b>	<b>12,464.37</b>

## PROFESSIONAL FEES

10-501.08-01-00 Attorney/Legal Fees	120,000	9,849.19	61,591.19	51.33	58,408.81	60,674.21
10-501.08-01-01 Litigation (New)	60,000	2,267.56	16,358.99	27.26	43,641.01	120.00
10-501.08-02-00 Auditor Fees	18,120	0.00	18,120.00	100.00	0.00	0.00
10-501.08-02-02 Professional Services	48,000	8,750.00	45,410.12	94.60	2,589.88	30,955.88
<b>TOTAL PROFESSIONAL FEES</b>	<b>246,120</b>	<b>20,866.75</b>	<b>141,480.30</b>	<b>57.48</b>	<b>104,639.70</b>	<b>91,750.09</b>

## OTHER EXPENDITURES

10-501.09-04-00 Holiday Decorations	900	0.00	115.60	12.84	784.40	350.00
10-501.09-11-00 Cemetery Maintenance	4,000	460.00	2,418.00	60.45	1,582.00	2,448.50
10-501.09-20-02 Exec Session Meeting Sup	2,000	444.70	989.13	49.46	1,010.87	1,067.17
10-501.09-20-07 Meeting Supplies	500	84.50	144.77	28.95	355.23	92.71
10-501.09-21-00 Misc-Other	6,000	(439.71)	5,180.74	86.35	819.26	2,278.00
<b>TOTAL OTHER EXPENDITURES</b>	<b>13,400</b>	<b>549.49</b>	<b>8,848.24</b>	<b>66.03</b>	<b>4,551.76</b>	<b>6,236.38</b>

## TRANSFERS-OTHER SOURCES

10-501.20-20-00 Transfer to Emergency Re	317,500	0.00	0.00	0.00	317,500.00	0.00
<b>TOTAL TRANSFERS-OTHER SOURCES</b>	<b>317,500</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>317,500.00</b>	<b>0.00</b>

<b>TOTAL ADMINISTRATION</b>	<b>1,329,483</b>	<b>65,680.40</b>	<b>650,374.38</b>	<b>48.92</b>	<b>679,108.62</b>	<b>532,643.16</b>
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CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund

POLICE

66.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>PERSONNEL</b>						
10-505.01-01-00 Salaries	798,200	50,493.52	443,116.63	55.51	355,083.37	441,427.32
10-505.01-03-00 Overtime	15,000	3,172.67	10,818.46	72.12	4,181.54	9,325.24
10-505.01-21-00 FICA & Medicare	61,457	3,898.72	34,847.71	56.70	26,609.29	34,898.83
10-505.01-22-00 Retirement	53,825	3,465.12	29,215.03	54.28	24,609.97	26,061.22
10-505.01-41-00 Membership Fees & Dues	950	0.00	300.00	31.58	650.00	400.00
10-505.01-41-02 Professional Development	4,500	16.00	2,679.00	59.53	1,821.00	146.00
10-505.01-43-00 Tuition Reimbursement	2,000	0.00	0.00	0.00	2,000.00	577.50
TOTAL PERSONNEL	935,932	61,046.03	520,976.83	55.66	414,955.17	512,836.11
<b>INSURANCE</b>						
10-505.02-02-00 Health, Life & Dental	140,448	10,016.41	85,933.71	61.19	54,514.29	81,133.97
10-505.02-03-00 Workers Compensation	39,490	844.60	34,318.00	86.90	5,172.00	34,082.20
10-505.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL INSURANCE	181,438	10,861.01	120,251.71	66.28	61,186.29	115,216.17
<b>UTILITIES</b>						
10-505.03-01-00 Telephone & Voicemail	900	59.47	358.10	39.79	541.90	849.94
10-505.03-05-00 Mobile Phone & Pagers	4,500	90.00	2,056.97	45.71	2,443.03	2,245.60
TOTAL UTILITIES	5,400	149.47	2,415.07	44.72	2,984.93	3,095.54
<b>CAPITAL EXPENDITURES</b>						
<b>OTHER PURCHASES</b>						
10-505.05-01-00 Office Supplies & Consum	2,800	4.49	936.79	33.46	1,863.21	709.34
10-505.05-02-00 Postage	250	19.84	103.50	41.40	146.50	94.62
10-505.05-04-00 Printing	500	0.00	100.00	20.00	400.00	156.97
10-505.05-20-00 Small Office Equipment	1,000	0.00	0.00	0.00	1,000.00	99.88
10-505.05-21-00 Equipment and Handtools	9,000	0.00	3,343.71	37.15	5,656.29	3,288.87
10-505.05-22-01 Terminal - Rejis	1,400	0.00	968.49	69.18	431.51	1,075.06
10-505.05-22-02 Terminal - Platte Co	2,300	0.00	2,014.32	87.58	285.68	2,014.32
10-505.05-31-00 Uniforms	7,000	0.00	754.59	10.78	6,245.41	1,894.17
10-505.05-99-00 Other Purchases	500	0.00	0.00	0.00	500.00	8.00
TOTAL OTHER PURCHASES	24,750	24.33	8,221.40	33.22	16,528.60	9,341.23
<b>MAINTENANCE</b>						
10-505.06-21-00 Vehicle Repair & Mainten	15,000	1,140.67	6,236.71	41.58	8,763.29	7,217.96
10-505.06-21-01 Equipment Repair & Maint	1,800	0.00	326.00	18.11	1,474.00	608.48
10-505.06-22-00 Vehicle Gas & Oil	45,000	1,771.58	13,275.52	29.50	31,724.48	14,927.87
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	2,000	0.00	847.42	42.37	1,152.58	789.48
TOTAL MAINTENANCE	65,300	2,912.25	20,685.65	31.68	44,614.35	23,543.79
<b>CITY SERVICES</b>						
10-505.07-56-00 Hiring/Substance Screeni	4,000	786.00	1,261.00	31.53	2,739.00	1,898.00
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 Agre	2,000	0.00	360.00	18.00	1,640.00	360.00

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund

POLICE

66.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-505.07-99-00 Other City Services	700	0.00	144.00	20.57	556.00	0.00
TOTAL CITY SERVICES	9,200	786.00	2,265.00	24.62	6,935.00	2,758.00
<b>OTHER EXPENDITURES</b>						
10-505.09-21-00 Miscellaneous	350	0.00	0.00	0.00	350.00	0.00
10-505.09-21-04 Harvester Deer Donation	1,500	0.00	50.00	3.33	1,450.00	0.00
TOTAL OTHER EXPENDITURES	1,850	0.00	50.00	2.70	1,800.00	0.00
TOTAL POLICE	1,223,870	75,779.09	674,865.66	55.14	549,004.34	666,790.84

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund

MUNICIPAL COURT

66.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>PERSONNEL</b>						
10-510.01-01-00 Salaries	50,800	4,238.68	32,414.04	63.81	18,385.96	31,752.27
10-510.01-03-00 Overtime	300	0.00	0.00	0.00	300.00	0.00
10-510.01-11-00 Judge	18,000	1,384.62	11,084.60	61.58	6,915.40	11,260.42
10-510.01-21-00 FICA & Medicare	5,441	415.48	3,495.49	64.24	1,945.51	3,422.39
10-510.01-22-00 Retirement	2,160	161.65	1,439.67	66.65	720.33	1,386.21
10-510.01-32-00 Expense Allow - Judge	540	45.00	360.00	66.67	180.00	360.00
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	5,000	0.00	3,744.38	74.89	1,255.62	3,466.52
10-510.01-51-00 Prosecutor/Assistant	15,000	1,250.00	10,000.00	66.67	5,000.00	12,150.00
10-510.01-51-02 Public Defender	7,200	600.00	4,800.00	66.67	2,400.00	4,800.00
TOTAL PERSONNEL	104,941	8,095.43	67,438.18	64.26	37,502.82	68,847.81
<b>INSURANCE</b>						
10-510.02-02-00 Health, Life & Dental	9,660	716.19	5,941.63	61.51	3,718.37	6,368.71
10-510.02-03-00 Workers Compensation	4,200	14.22	3,761.34	89.56	438.66	3,993.93
TOTAL INSURANCE	13,860	730.41	9,702.97	70.01	4,157.03	10,362.64
<b>UTILITIES</b>						
10-510.03-05-00 Mobile Phone & Pagers	120	10.00	80.00	66.67	40.00	80.00
TOTAL UTILITIES	120	10.00	80.00	66.67	40.00	80.00
<b>CAPITAL EXPENDITURES</b>						
<b>OTHER PURCHASES</b>						
10-510.05-01-00 Office Supplies & Consum	1,800	35.00	350.05	19.45	1,449.95	304.85
10-510.05-02-00 Postage	500	43.41	183.86	36.77	316.14	168.96
10-510.05-04-00 Printing	4,500	0.00	2,584.91	57.44	1,915.09	1,907.36
10-510.05-05-00 Publications	350	0.00	287.75	82.21	62.25	250.00
10-510.05-06-00 Processing Fees	2,200	809.31	941.63	42.80	1,258.37	973.82
TOTAL OTHER PURCHASES	9,350	887.72	4,348.20	46.50	5,001.80	3,604.99
<b>MAINTENANCE</b>						
10-510.06-32-00 REJIS System	700	0.00	0.00	0.00	700.00	0.00
10-510.06-33-00 Software Support Agreeeme	2,400	2,391.75	2,391.75	99.66	8.25	2,277.86
10-510.06-34-00 Office Equipment Mainten	800	0.00	60.45	7.56	739.55	84.17
TOTAL MAINTENANCE	3,900	2,391.75	2,452.20	62.88	1,447.80	2,362.03
<b>CITY SERVICES</b>						
10-510.07-80-00 Boarding of Prisoners	14,000	1,085.00	4,948.59	35.35	9,051.41	1,685.50
10-510.07-82-00 Bailiff	6,000	166.08	2,647.22	44.12	3,352.78	2,942.66
10-510.07-82-01 Translator	800	120.35	361.05	45.13	438.95	367.10
TOTAL CITY SERVICES	20,800	1,371.43	7,956.86	38.25	12,843.14	4,995.26
<b>OTHER EXPENDITURES</b>						
10-510.09-21-00 Miscellaneous	500	240.00	315.31	63.06	184.69	368.53
TOTAL OTHER EXPENDITURES	500	240.00	315.31	63.06	184.69	368.53
TOTAL MUNICIPAL COURT	153,471	13,726.74	92,293.72	60.14	61,177.28	90,621.26

C I T Y O F P A R K V I L L E  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund  
 PUBLIC WORKS  
 EXPENDITURES

66.67% 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	138,500	10,304.79	81,783.52	59.05	56,716.48	67,170.12
10-515.01-21-00 FICA & Medicare	9,902	777.65	6,493.13	65.57	3,408.87	5,370.02
10-515.01-22-00 Retirement	4,467	342.36	2,897.19	64.86	1,569.81	517.48
10-515.01-33-00 Auto Allow-Public Wks Di	3,000	250.00	2,000.00	66.67	1,000.00	2,000.00
10-515.01-41-00 Membership Fees & Dues	600	0.00	199.00	33.17	401.00	26.25
10-515.01-41-02 Professional Development	3,800	0.00	1,694.60	44.59	2,105.40	1,298.88
10-515.01-43-00 Tuition Reimbursement	0	0.00	500.00	0.00	(500.00)	500.00
TOTAL PERSONNEL	160,269	11,674.80	95,567.44	59.63	64,701.56	76,882.75
<u>INSURANCE</u>						
10-515.02-02-00 Health, Life & Dental	12,948	1,091.81	8,741.76	67.51	4,206.24	8,152.11
10-515.02-03-00 Workers Compensation	500	104.91	448.48	89.70	51.52	294.50
10-515.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	14,448	1,196.72	9,190.24	63.61	5,257.76	8,446.61
<u>UTILITIES</u>						
10-515.03-05-00 Mobile Phones & Pagers	720	40.00	443.57	61.61	276.43	424.28
TOTAL UTILITIES	720	40.00	443.57	61.61	276.43	424.28
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-515.05-01-00 Office Supplies & Consum	750	0.00	411.43	54.86	338.57	550.56
10-515.05-02-00 Postage	150	2.79	99.51	66.34	50.49	29.79
10-515.05-04-00 Printing	250	15.00	17.00	6.80	233.00	82.92
10-515.05-31-00 Uniforms	250	0.00	0.00	0.00	250.00	119.37
TOTAL OTHER PURCHASES	1,400	17.79	527.94	37.71	872.06	782.64
<u>MAINTENANCE</u>						
10-515.06-36-00 Tornado Siren	3,350	0.00	2,106.00	62.87	1,244.00	1,882.00
TOTAL MAINTENANCE	3,350	0.00	2,106.00	62.87	1,244.00	1,882.00
<u>PROFESSIONAL FEES</u>						
10-515.08-03-00 Engineer & Planning Fees	35,000	0.00	4,639.13	13.25	30,360.87	20,448.92
TOTAL PROFESSIONAL FEES	35,000	0.00	4,639.13	13.25	30,360.87	20,448.92
<u>OTHER EXPENDITURES</u>						
10-515.09-21-00 Miscellaneous	500	0.00	139.95	27.99	360.05	860.44
TOTAL OTHER EXPENDITURES	500	0.00	139.95	27.99	360.05	860.44
TOTAL PUBLIC WORKS	215,687	12,929.31	112,614.27	52.21	103,072.73	109,727.64

10 -General Fund  
COMMUNITY DEVELOPMENT  
EXPENDITURES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>PERSONNEL</b>						
10-518.01-01-00 Salaries	228,900	16,290.30	122,339.44	53.45	106,560.56	119,944.96
10-518.01-21-00 FICA & Medicare	17,893	1,238.69	9,520.42	53.21	8,372.58	9,379.27
10-518.01-22-00 Retirement	12,054	460.00	3,913.11	32.46	8,140.89	6,730.91
10-518.01-31-00 Auto Allowance - Other	2,400	200.00	1,400.00	58.33	1,000.00	1,600.00
10-518.01-41-00 Membership Fees & Dues	1,675	0.00	130.00	7.76	1,545.00	1,109.00
10-518.01-41-02 Professional Development	5,400	0.00	251.02	4.65	5,148.98	1,484.11
<b>TOTAL PERSONNEL</b>	<b>268,322</b>	<b>18,188.99</b>	<b>137,553.99</b>	<b>51.26</b>	<b>130,768.01</b>	<b>140,248.25</b>
<b>INSURANCE</b>						
10-518.02-02-00 Health, Life & Dental	25,701	1,953.94	15,218.80	59.21	10,482.20	16,291.51
10-518.02-03-00 Workers Compensation	1,000	14.22	519.73	51.97	480.27	404.78
10-518.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
<b>TOTAL INSURANCE</b>	<b>27,701</b>	<b>1,968.16</b>	<b>15,738.53</b>	<b>56.82</b>	<b>11,962.47</b>	<b>16,696.29</b>
<b>UTILITIES</b>						
10-518.03-03-00 Gas	0	0.00	0.00	0.00	0.00	40.08
10-518.03-05-00 Mobile Phones & Pagers	1,600	0.00	792.54	49.53	807.46	923.26
<b>TOTAL UTILITIES</b>	<b>1,600</b>	<b>0.00</b>	<b>792.54</b>	<b>49.53</b>	<b>807.46</b>	<b>963.34</b>
<b>CAPITAL EXPENDITURES</b>						
<b>OTHER PURCHASES</b>						
10-518.05-01-00 Office Supplies & Consum	1,000	0.00	253.81	25.38	746.19	1,172.83
10-518.05-02-00 Postage	1,500	62.37	745.75	49.72	754.25	1,289.91
10-518.05-04-00 Printing	500	0.00	209.60	41.92	290.40	188.00
10-518.05-05-00 Publications	870	0.00	0.00	0.00	870.00	0.00
10-518.05-20-00 Small Office Equipment	0	0.00	8.99	0.00	(8.99)	0.00
10-518.05-21-00 Equipment & Handtools	300	0.00	36.50	12.17	263.50	0.00
10-518.05-31-00 Uniforms	500	0.00	0.00	0.00	500.00	0.00
<b>TOTAL OTHER PURCHASES</b>	<b>4,670</b>	<b>62.37</b>	<b>1,254.65</b>	<b>26.87</b>	<b>3,415.35</b>	<b>2,650.74</b>
<b>MAINTENANCE</b>						
10-518.06-21-00 Vehicle Repair & Mainten	750	0.00	22.50	3.00	727.50	1,180.78
10-518.06-22-00 Vehicle Gas & Oil	1,500	127.71	516.33	34.42	983.67	857.41
<b>TOTAL MAINTENANCE</b>	<b>2,250</b>	<b>127.71</b>	<b>538.83</b>	<b>23.95</b>	<b>1,711.17</b>	<b>2,038.19</b>
<b>CITY SERVICES</b>						
10-518.07-02-01 Public Notices	2,000	0.00	410.65	20.53	1,589.35	2,041.22
10-518.07-04-00 Code Enforcement	5,000	0.00	1,153.43	23.07	3,846.57	300.00
<b>TOTAL CITY SERVICES</b>	<b>7,000</b>	<b>0.00</b>	<b>1,564.08</b>	<b>22.34</b>	<b>5,435.92</b>	<b>2,341.22</b>
<b>PROFESSIONAL FEES</b>						
10-518.08-03-00 Engineering & Planning F	3,000	25.00	25.00	0.83	2,975.00	1,991.90
10-518.08-03-02 NPDES II / Arcview	1,500	0.00	1,244.55	82.97	255.45	250.00
<b>TOTAL PROFESSIONAL FEES</b>	<b>4,500</b>	<b>25.00</b>	<b>1,269.55</b>	<b>28.21</b>	<b>3,230.45</b>	<b>2,241.90</b>

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund  
COMMUNITY DEVELOPMENT  
EXPENDITURES

66.67% 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>						
10-518.09-20-00 Planning Com. Meeting Su	150	0.00	0.00	0.00	150.00	7.96
10-518.09-21-00 Miscellaneous	<u>200</u>	<u>144.00</u>	<u>312.31</u>	<u>156.16</u>	<u>(112.31)</u>	<u>181.56</u>
TOTAL OTHER EXPENDITURES	<u>350</u>	<u>144.00</u>	<u>312.31</u>	<u>89.23</u>	<u>37.69</u>	<u>189.52</u>
TOTAL COMMUNITY DEVELOPMENT	316,393	20,516.23	159,024.48	50.26	157,368.52	167,369.45

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund  
STREET DEPARTMENT  
EXPENDITURES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>PERSONNEL</b>						
10-520.01-01-00 Salaries	237,130	18,429.00	147,036.90	62.01	90,093.10	138,576.22
10-520.01-03-00 Overtime	15,000	0.00	5,047.67	33.65	9,952.33	7,134.27
10-520.01-21-00 FICA & Medicare	18,285	1,307.05	11,566.44	63.26	6,718.56	11,126.14
10-520.01-22-00 Retirement	14,102	1,032.03	8,676.38	61.53	5,425.62	8,103.37
10-520.01-41-02 Professional Development	500	0.00	160.00	32.00	340.00	0.00
TOTAL PERSONNEL	285,017	20,768.08	172,487.39	60.52	112,529.61	164,940.00
<b>INSURANCE</b>						
10-520.02-02-00 Health, Life & Dental	46,929	3,853.57	33,654.11	71.71	13,274.89	33,908.80
10-520.02-03-00 Workers Compensation	25,000	545.10	20,333.42	81.33	4,666.58	21,391.55
10-520.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	138.21
TOTAL INSURANCE	73,429	4,398.67	53,987.53	73.52	19,441.47	55,438.56
<b>UTILITIES</b>						
10-520.03-01-00 Telephone & Voicemail	1,400	97.00	711.96	50.85	688.04	894.66
10-520.03-02-00 Electricity	3,800	244.12	1,981.67	52.15	1,818.33	1,795.13
10-520.03-03-00 Gas	2,200	41.60	722.39	32.84	1,477.61	1,141.36
10-520.03-04-00 Water	4,200	150.00	1,940.48	46.20	2,259.52	2,387.86
10-520.03-05-00 Mobile Phones & Pagers	2,800	0.00	1,178.92	42.10	1,621.08	1,406.80
10-520.03-09-00 Trash Hauling	660	250.00	750.00	113.64	(90.00)	165.00
TOTAL UTILITIES	15,060	782.72	7,285.42	48.38	7,774.58	7,790.81
<b>CAPITAL EXPENDITURES</b>						
<b>OTHER PURCHASES</b>						
10-520.05-01-00 Office Supplies & Consum	800	0.00	322.01	40.25	477.99	162.91
10-520.05-20-00 Small Office Equipment	500	0.00	0.00	0.00	500.00	74.99
10-520.05-21-00 Handtools	6,000	170.72	2,306.44	38.44	3,693.56	3,622.94
10-520.05-31-00 Uniforms	2,600	0.00	600.76	23.11	1,999.24	586.60
TOTAL OTHER PURCHASES	9,900	170.72	3,229.21	32.62	6,670.79	4,447.44
<b>MAINTENANCE</b>						
10-520.06-22-00 Vehicle Gas & Oil	0	0.00	78.20	0.00	(78.20)	0.00
TOTAL MAINTENANCE	0	0.00	78.20	0.00	(78.20)	0.00
<b>CITY SERVICES</b>						
10-520.07-41-00 Street Lights-Electricit	0	0.00	19.56	0.00	(19.56)	0.00
10-520.07-43-00 Spring/Fall Cleanup	13,500	0.00	6,188.51	45.84	7,311.49	1,128.00
10-520.07-43-01 Recycling Extravaganza	0	0.00	0.00	0.00	0.00	1,916.40
10-520.07-43-02 HHW Collection Event	400	0.00	557.77	139.44	(157.77)	0.00
10-520.07-51-00 Mosquito & Weed Control	2,000	309.36	1,188.59	59.43	811.41	790.16
10-520.07-55-00 Animal Control	100	0.00	0.00	0.00	100.00	0.00
TOTAL CITY SERVICES	16,000	309.36	7,954.43	49.72	8,045.57	3,834.56
<b>PROFESSIONAL FEES</b>						

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund  
 STREET DEPARTMENT  
 EXPENDITURES

66.67% 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>						
10-520.09-21-00 Miscellaneous	250	0.00	0.00	0.00	250.00	230.40
TOTAL OTHER EXPENDITURES	250	0.00	0.00	0.00	250.00	230.40
TOTAL STREET DEPARTMENT	399,656	26,429.55	245,022.18	61.31	154,633.82	236,681.77

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund  
PARKS DEPARTMENT  
EXPENDITURES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>PERSONNEL</b>						
10-525.01-01-00 Salaries	106,300	8,091.10	62,611.67	58.90	43,688.33	80,578.38
10-525.01-03-00 Overtime	6,000	0.00	3,027.19	50.45	2,972.81	3,408.50
10-525.01-05-00 Seasonal Landscape Maint	54,080	5,115.50	27,241.50	50.37	26,838.50	16,380.00
10-525.01-21-00 FICA & Medicare	11,442	982.48	7,235.89	63.24	4,206.11	7,433.99
10-525.01-22-00 Retirement	5,020	453.10	3,351.62	66.77	1,668.38	4,413.83
10-525.01-41-00 Membership Fees & Dues	100	0.00	0.00	0.00	100.00	0.00
10-525.01-41-02 Professional Development	500	0.00	100.00	20.00	400.00	25.56
<b>TOTAL PERSONNEL</b>	<b>183,442</b>	<b>14,642.18</b>	<b>103,567.87</b>	<b>56.46</b>	<b>79,874.13</b>	<b>112,240.26</b>
<b>INSURANCE</b>						
10-525.02-02-00 Health, Life & Dental	22,440	2,050.11	14,019.24	62.47	8,420.76	16,068.20
10-525.02-03-00 Workers Compensation	7,000	152.15	6,694.41	95.63	305.59	5,730.28
10-525.02-04-00 Unemployment	500	505.50	2,454.54	490.91	(1,954.54)	0.00
<b>TOTAL INSURANCE</b>	<b>29,940</b>	<b>2,707.76</b>	<b>23,168.19</b>	<b>77.38</b>	<b>6,771.81</b>	<b>21,798.48</b>
<b>UTILITIES</b>						
10-525.03-01-00 Telephone & Voicemail	1,900	0.00	851.97	44.84	1,048.03	1,146.86
10-525.03-02-00 Electricity	18,000	40.50	10,071.23	55.95	7,928.77	10,921.05
10-525.03-03-00 Gas	1,500	38.15	530.14	35.34	969.86	748.41
10-525.03-04-00 Water	9,000	140.17	3,971.22	44.12	5,028.78	3,957.17
10-525.03-05-00 Mobile Phones & Pagers	1,300	0.00	494.31	38.02	805.69	578.61
10-525.03-09-00 Trash Hauling	1,500	125.00	900.00	60.00	600.00	335.00
<b>TOTAL UTILITIES</b>	<b>33,200</b>	<b>343.82</b>	<b>16,818.87</b>	<b>50.66</b>	<b>16,381.13</b>	<b>17,687.10</b>
<b>CAPITAL EXPENDITURES</b>						
<b>OTHER PURCHASES</b>						
10-525.05-01-00 Office Supplies & Consum	500	0.00	11.98	2.40	488.02	252.46
10-525.05-02-00 Postage	75	0.00	2.40	3.20	72.60	0.42
10-525.05-04-00 Printing	400	0.00	91.40	22.85	308.60	233.74
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	400	0.00	0.00	0.00	400.00	0.00
10-525.05-21-00 Equipment & Handtools	6,500	29.00	2,482.16	38.19	4,017.84	5,387.86
10-525.05-31-00 Uniforms	2,000	0.00	756.32	37.82	1,243.68	873.80
10-525.05-41-01 Restroom Supplies	2,700	116.00	2,034.85	75.36	665.15	1,409.16
10-525.05-41-02 Trash Bags	4,300	411.30	2,518.84	58.58	1,781.16	3,430.60
10-525.05-41-03 Park Enhancements	5,000	0.00	5,065.18	101.30	(65.18)	4,119.35
10-525.05-42-00 Grass Seed & Fertilizer	2,800	0.00	1,457.00	52.04	1,343.00	337.78
10-525.05-99-00 Other Purchases	500	59.67	81.64	16.33	418.36	322.68
<b>TOTAL OTHER PURCHASES</b>	<b>25,275</b>	<b>615.97</b>	<b>14,501.77</b>	<b>57.38</b>	<b>10,773.23</b>	<b>16,367.85</b>
<b>MAINTENANCE</b>						
10-525.06-01-00 Buildings Maint & Repair	4,000	0.00	3,219.37	80.48	780.63	6,174.82
10-525.06-03-00 Restrooms	4,900	0.00	709.02	14.47	4,190.98	940.01
10-525.06-05-01 Stage Maintenance	150	0.00	83.67	55.78	66.33	0.00
10-525.06-05-02 Ballfield Maintenance	4,000	0.00	2,845.37	71.13	1,154.63	3,900.53
10-525.06-05-03 Trail Maintenance	3,600	0.00	456.08	12.67	3,143.92	258.94

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund  
PARKS DEPARTMENT  
EXPENDITURES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-525.06-12-00 Playground Equipment Rep	2,000	0.00	1,791.92	89.60	208.08	377.30
10-525.06-13-00 Spirit Fountain	2,500	0.00	3,443.25	137.73	943.25	3,816.77
10-525.06-21-00 Vehicle Repair & Mainten	6,500	0.00	884.59	13.61	5,615.41	4,632.38
10-525.06-21-01 Equipment Repair & Maint	3,500	0.00	2,737.03	78.20	762.97	2,053.44
10-525.06-21-02 Tractor Mowing Equipment	6,500	35.00	2,028.59	31.21	4,471.41	4,797.48
10-525.06-22-00 Vehicle Gas & Oil	7,500	262.92	1,445.93	19.28	6,054.07	2,665.28
10-525.06-22-01 Equipment Gas & Oil	5,000	83.43	1,118.60	22.37	3,881.40	1,930.50
TOTAL MAINTENANCE	50,150	381.35	20,763.42	41.40	29,386.58	31,547.45
<u>CITY SERVICES</u>						
10-525.07-20-00 Rental of Portable Toile	4,000	945.00	3,165.00	79.13	835.00	900.00
10-525.07-51-00 Mosquito & Weed Control	6,000	1,774.95	4,836.20	80.60	1,163.80	3,963.23
10-525.07-51-01 Landscaping	5,000	152.00	2,639.47	52.79	2,360.53	0.00
10-525.07-52-00 Tree Trimming & Removal	12,000	0.00	7,425.50	61.88	4,574.50	5,096.63
10-525.07-53-00 Tree Planting	5,000	0.00	818.50	16.37	4,181.50	3,560.63
10-525.07-60-00 Rental Equipment	1,000	0.00	150.00	15.00	850.00	49.50
TOTAL CITY SERVICES	33,000	2,871.95	19,034.67	57.68	13,965.33	13,569.99
<u>OTHER EXPENDITURES</u>						
10-525.09-21-00 Miscellaneous	1,000	58.00	590.95	59.10	409.05	462.20
TOTAL OTHER EXPENDITURES	1,000	58.00	590.95	59.10	409.05	462.20
TOTAL PARKS DEPARTMENT	356,007	21,621.03	198,445.74	55.74	157,561.26	213,673.33

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund  
 NATURE SANCTUARY  
 EXPENDITURES

66.67% 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	25,064	1,232.75	11,120.07	44.37	13,943.93	11,594.03
10-535.01-03-00 Overtime Pay	0	0.00	230.55	0.00	(230.55)	0.00
10-535.01-21-00 FICA & Medicare	1,917	94.30	880.33	45.92	1,036.67	922.29
10-535.01-31-00 Expense Allowance-Other	200	0.00	0.00	0.00	200.00	0.00
<b>TOTAL PERSONNEL</b>	<b>27,181</b>	<b>1,327.05</b>	<b>12,230.95</b>	<b>45.00</b>	<b>14,950.05</b>	<b>12,516.32</b>
<u>UTILITIES</u>						
10-535.03-02-00 Electricity	600	0.00	117.75	19.63	482.25	0.00
<b>TOTAL UTILITIES</b>	<b>600</b>	<b>0.00</b>	<b>117.75</b>	<b>19.63</b>	<b>482.25</b>	<b>0.00</b>
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-535.05-01-00 Office Supplies & Consum	100	0.00	90.06	90.06	9.94	72.91
10-535.05-02-00 Postage	50	6.06	22.49	44.98	27.51	4.70
10-535.05-04-00 Printing	500	0.00	66.65	13.33	433.35	0.00
10-535.05-21-00 Equipment & Handtools	400	0.00	0.00	0.00	400.00	253.20
10-535.05-41-00 Materials	1,000	0.00	19.24	1.92	980.76	91.46
10-535.05-42-00 Program Expenses	2,700	93.90	825.67	30.58	1,874.33	776.05
<b>TOTAL OTHER PURCHASES</b>	<b>4,750</b>	<b>99.96</b>	<b>1,024.11</b>	<b>21.56</b>	<b>3,725.89</b>	<b>1,198.32</b>
<u>MAINTENANCE</u>						
10-535.06-01-00 Building Maintenance & R	950	95.00	760.00	80.00	190.00	391.95
10-535.06-05-03 Trail Maintenance	3,500	0.00	373.80	10.68	3,126.20	1,136.46
10-535.06-21-00 Vehicle Repair & Mainten	1,500	6.82	88.55	5.90	1,411.45	517.31
10-535.06-21-01 Equipment Repair & Maint	150	0.00	0.00	0.00	150.00	71.56
10-535.06-22-00 Vehicle Gas & Oil	400	49.36	91.33	22.83	308.67	125.54
<b>TOTAL MAINTENANCE</b>	<b>6,500</b>	<b>151.18</b>	<b>1,313.68</b>	<b>20.21</b>	<b>5,186.32</b>	<b>2,242.82</b>
<u>CITY SERVICES</u>						
10-535.07-51-00 Mosquito & Weed Control	150	0.00	41.57	27.71	108.43	37.90
<b>TOTAL CITY SERVICES</b>	<b>150</b>	<b>0.00</b>	<b>41.57</b>	<b>27.71</b>	<b>108.43</b>	<b>37.90</b>
<u>OTHER EXPENDITURES</u>						
10-535.09-21-00 Miscellaneous	500	0.00	162.78	32.56	337.22	389.25
<b>TOTAL OTHER EXPENDITURES</b>	<b>500</b>	<b>0.00</b>	<b>162.78</b>	<b>32.56</b>	<b>337.22</b>	<b>389.25</b>
<b>TOTAL NATURE SANCTUARY</b>	<b>39,681</b>	<b>1,578.19</b>	<b>14,890.84</b>	<b>37.53</b>	<b>24,790.16</b>	<b>16,384.61</b>

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

10 -General Fund  
CHANNEL 2 & WEBSITE  
EXPENDITURES

66.67% 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	10,200	850.00	6,150.00	60.29	4,050.00	5,100.00
10-540.01-53-00 Production Assistant/Int	2,100	100.00	800.00	38.10	1,300.00	900.00
TOTAL PERSONNEL	12,300	950.00	6,950.00	56.50	5,350.00	6,000.00
<u>CAPITAL EXPENDITURES</u>						
10-540.04-21-00 Office Equipment	200	0.00	0.00	0.00	200.00	0.00
TOTAL CAPITAL EXPENDITURES	200	0.00	0.00	0.00	200.00	0.00
<u>OTHER PURCHASES</u>						
10-540.05-03-00 Computer Equip/Access/Pr	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	500	0.00	0.00	0.00	500.00	0.00
<u>MAINTENANCE</u>						
10-540.06-31-00 Computer Maintenance	560	0.00	0.00	0.00	560.00	59.95
TOTAL MAINTENANCE	560	0.00	0.00	0.00	560.00	59.95
<u>OTHER EXPENDITURES</u>						
10-540.09-05-00 Newsletter/Website	0	0.00	0.00	0.00	0.00	2,507.98
10-540.09-05-01 Website Maintenance	250	0.00	0.00	0.00	250.00	99.95
TOTAL OTHER EXPENDITURES	250	0.00	0.00	0.00	250.00	2,607.93
TOTAL CHANNEL 2 & WEBSITE	13,810	950.00	6,950.00	50.33	6,860.00	8,667.88

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund

TRANSFERS OUT

EXPENDITURES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
10-550.20-04-00 Transfer to Reserve Fund	0	26,458.33	211,666.66	0.00	( 211,666.66)	40,000.00
10-550.20-21-00 Transfer to Debt Service	0	0.00	0.00	0.00	0.00	145,000.00
TOTAL TRANSFERS-OTHER SOURCES	0	26,458.33	211,666.66	0.00	( 211,666.66)	185,000.00
TOTAL TRANSFERS OUT	0	26,458.33	211,666.66	0.00	( 211,666.66)	185,000.00

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund

IT

66.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-555.01-52-00 Information Technology S	21,000	1,396.14	14,826.14	70.60	6,173.86	4,464.99
TOTAL PERSONNEL	21,000	1,396.14	14,826.14	70.60	6,173.86	4,464.99
<u>INSURANCE</u>						
10-555.02-01-00 Equipment	5,500	0.00	3,076.13	55.93	2,423.87	1,724.73
10-555.02-02-00 Software	14,960	500.00	14,145.71	94.56	814.29	13,464.77
10-555.02-04-00 Domain Registrations	390	80.00	823.92	211.26	(433.92)	362.00
TOTAL INSURANCE	20,850	580.00	18,045.76	86.55	2,804.24	15,551.50
<u>MAINTENANCE</u>						
10-555.06-01-00 Maintenance & Repair	2,124	354.00	1,593.00	75.00	531.00	965.00
TOTAL MAINTENANCE	2,124	354.00	1,593.00	75.00	531.00	965.00
TOTAL IT	43,974	2,330.14	34,464.90	78.38	9,509.10	20,981.49

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

10 -General Fund

CAPITAL OUTLAY

66.67% 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 OUTLAY</u>						
10-560.50-10-00 Administration Capital O	0	0.00	6,698.77	0.00	( 6,698.77)	0.00
10-560.50-50-00 Police Capital Outlay	42,535	30,620.00	39,482.30	92.82	3,052.70	0.00
TOTAL CAPITAL OUTLAY	42,535	30,620.00	46,181.07	108.57	( 3,646.07)	0.00
<u>CAPITAL OUTLAY</u>						
10-560.51-50-00 Public Works Capital Out	0	0.00	29,219.99	0.00	( 29,219.99)	25,924.98
10-560.51-80-00 Com Development Capital	109,000	0.00	11,130.46	10.21	97,869.54	21,233.43
TOTAL CAPITAL OUTLAY	109,000	0.00	40,350.45	37.02	68,649.55	47,158.41
<u>CAPITAL OUTLAY</u>						
10-560.52-50-00 Parks Capital Outlay	194,500	0.00	40,143.77	20.64	154,356.23	0.00
TOTAL CAPITAL OUTLAY	194,500	0.00	40,143.77	20.64	154,356.23	0.00
<u>CAPITAL OUTLAY</u>						
10-560.55-50-00 IT Capital Outlay	5,000	0.00	4,924.95	98.50	75.05	0.00
TOTAL CAPITAL OUTLAY	5,000	0.00	4,924.95	98.50	75.05	0.00
TOTAL CAPITAL OUTLAY	351,035	30,620.00	131,600.24	37.49	219,434.76	47,158.41
TOTAL EXPENDITURES	4,443,067	298,619.01	2,532,213.07	56.99	1,910,853.93	2,295,699.84
=====						
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(	426,831)	( 20,268.54)	507,562.47		0.00	656,635.16

# Sewer Fund (30)

Last Updated 09/15/2016

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget	2016 Amended	2016 YTD	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<i>Beginning Fund Balance</i>	\$ 493,616	\$ 605,952	\$ 516,873	\$ 1,020,362	\$ 1,104,409	\$ 794,313	\$ 797,784	\$ 797,784	\$ 797,784	\$ 321,302	\$ 367,850	\$ 529,061	\$ 458,951	\$ 480,773
<b>Revenues</b>														
<i>Projected Rate Increase</i>			3.00%	3.00%	3.00%	2.50%	2.50%		2.50%	3.00%	3.00%	3.00%	2.50%	0.00%
Sewer Charges	962,603	937,785	1,016,426	1,027,940	1,020,684	1,014,750	1,014,750	625,993	1,014,750	1,045,193	1,076,548	1,108,845	1,136,566	1,136,566
Sewer Tap Fees	33,000	30,000	43,500	30,000	39,000	36,000	36,000	21,000	30,000	36,540	37,088	37,644	38,209	38,782
Sewer Impact Fees	30,800	28,000	42,000	28,000	36,400	33,600	33,600	19,600	33,600	34,104	34,616	35,135	35,662	36,197
MOAW Bill Collection Payment	715	686	562	650	643	650	650	-	550	650	650	650	650	650
Grinder Pump Administrative Fee	4,620	3,850	4,620	-	4,620	4,620	4,620	3,080	4,620	4,620	4,620	4,620	4,620	4,620
Interest Income	6,611	5,872	4,361	4,400	4,956	4,800	4,800	3,117	4,800	4,872	4,921	4,970	5,020	5,070
Transfer from Sewer CIP (33)	-	-	294,984	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	16	1,000	200	74	200	200	10	200	203	206	209	212	215
<b>Sewer Fund Revenues:</b>	<b>1,038,349</b>	<b>1,006,209</b>	<b>1,407,454</b>	<b>1,091,190</b>	<b>1,106,376</b>	<b>1,094,620</b>	<b>1,094,620</b>	<b>672,800</b>	<b>1,088,520</b>	<b>1,126,182</b>	<b>1,158,649</b>	<b>1,192,073</b>	<b>1,220,939</b>	<b>1,222,100</b>
<b>Total Sources:</b>	<b>1,531,965</b>	<b>1,612,161</b>	<b>1,924,326</b>	<b>2,111,552</b>	<b>2,210,785</b>	<b>1,888,933</b>	<b>1,892,404</b>	<b>1,470,584</b>	<b>1,886,304</b>	<b>1,447,483</b>	<b>1,526,498</b>	<b>1,721,134</b>	<b>1,679,889</b>	<b>1,702,873</b>
<b>Expenditures</b>														
Operating Expenses	453,316	449,989	462,065	519,812	494,544	520,116	538,596	336,094	538,122	529,780	539,630	549,669	559,901	570,330
Capital Expenses	18,146	5,636	59,988	802,275	459,088	734,500	838,200	465,179	737,855	263,300	168,000	419,700	348,500	212,400
Debt Service	198,952	202,233	191,504	332,785	357,870	185,495	185,495	103,538	185,495	180,953	182,095	182,947	178,651	179,311
Transfer to General Fund - Admin Fee	75,000	100,000	100,000	101,500	101,500	103,530	103,530	69,020	103,530	105,601	107,713	109,867	112,064	114,305
Other Transfers	180,600	337,431							-					
<b>Sewer Fund Expenditures:</b>	<b>926,014</b>	<b>1,095,288</b>	<b>813,557</b>	<b>1,756,372</b>	<b>1,413,001</b>	<b>1,543,641</b>	<b>1,665,821</b>	<b>973,832</b>	<b>1,565,002</b>	<b>1,079,634</b>	<b>997,438</b>	<b>1,262,183</b>	<b>1,199,116</b>	<b>1,076,347</b>
<b>Estimated Working Capital (deficit):</b>	<b>605,952</b>	<b>516,873</b>	<b>1,110,769</b>	<b>355,180</b>	<b>797,784</b>	<b>345,292</b>	<b>226,583</b>	<b>496,752</b>	<b>321,302</b>	<b>367,850</b>	<b>529,061</b>	<b>458,951</b>	<b>480,773</b>	<b>626,526</b>
<b>TARGET*</b>	\$331,031	\$339,730	\$332,020	\$488,113	\$481,796	\$341,407	\$346,027		\$345,908	\$339,798	\$343,931	\$347,831	\$346,642	\$350,470

\* 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: AUGUST 31ST, 2016

30 -Sewer Service Fund  
 FINANCIAL SUMMARY

66.67% 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	1,089,620	100,672.73	669,672.50	61.46	419,947.50	686,306.78
INTEREST INCOME	4,800	393.73	3,117.18	64.94	1,682.82	3,261.57
MISCELLANEOUS REVENUE	200	0.00	10.00	5.00	190.00	0.00
TRANSFERS IN	<u>185,515</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>185,515.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>1,280,135</u>	<u>101,066.46</u>	<u>672,799.68</u>	<u>52.56</u>	<u>607,335.32</u>	<u>689,568.35</u>
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATIVE	<u>1,543,641</u>	<u>226,993.81</u>	<u>973,831.88</u>	<u>63.09</u>	<u>569,809.12</u>	<u>857,365.36</u>
TOTAL EXPENDITURES	<u>1,543,641</u>	<u>226,993.81</u>	<u>973,831.88</u>	<u>63.09</u>	<u>569,809.12</u>	<u>857,365.36</u>
EXCESS REVENUES OVER/(UNDER) EXPENDITURE	( 263,506)	( 125,927.35)	( 301,032.20)		37,526.20	( 167,797.01)

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

30 -Sewer Service Fund

FINANCIAL SUMMARY

66.67% 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	1,014,750	5,095.77	62,728.86	6.18	952,021.14	50,399.87
30-41501-01 Sewer Charges - Data Tech	0	95,191.96	563,263.64	0.00	( 563,263.64)	586,426.91
30-41502-00 Sewer Tap Fees	36,000	0.00	21,000.00	58.33	15,000.00	24,000.00
30-41502-01 Sewer Impact Fees	33,600	0.00	19,600.00	58.33	14,000.00	22,400.00
30-41503-00 Mo An 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	3,080.00	66.67	1,540.00	3,080.00
TOTAL OTHER REVENUE	1,089,620	100,672.73	669,672.50	61.46	419,947.50	686,306.78
<u>INTEREST INCOME</u>						
30-41701-00 Interest Income	4,800	393.73	3,117.18	64.94	1,682.82	3,261.57
TOTAL INTEREST INCOME	4,800	393.73	3,117.18	64.94	1,682.82	3,261.57
<u>MISCELLANEOUS REVENUE</u>						
30-41804-00 Miscellaneous Revenue	200	0.00	10.00	5.00	190.00	0.00
TOTAL MISCELLANEOUS REVENUE	200	0.00	10.00	5.00	190.00	0.00
<u>TRANSFERS IN</u>						
30-41901-00 Transfer from Sewer Fund	185,515	0.00	0.00	0.00	185,515.00	0.00
TOTAL TRANSFERS IN	185,515	0.00	0.00	0.00	185,515.00	0.00
TOTAL REVENUE	1,280,135	101,066.46	672,799.68	52.56	607,335.32	689,568.35

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

30 -Sewer Service Fund

ADMINISTRATIVE

66.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>PERSONNEL</b>						
30-501.01-01-00 Salaries	13,824	1,149.59	9,601.56	69.46	4,222.44	5,958.86
30-501.01-21-00 FICA & Medicare	1,058	87.41	798.89	75.51	259.11	471.36
30-501.01-22-00 Retirement	816	0.00	0.00	0.00	816.00	0.00
30-501.01-41-00 Training & Dues	0	0.00	0.00	0.00	0.00	1,416.10
<b>TOTAL PERSONNEL</b>	<b>15,698</b>	<b>1,237.00</b>	<b>10,400.45</b>	<b>66.25</b>	<b>5,297.55</b>	<b>7,846.32</b>
<b>INSURANCE</b>						
30-501.02-01-00 Hazard & Liability	2,850	0.00	1,532.91	53.79	1,317.09	2,689.32
30-501.02-02-00 Health	2,955	243.53	2,102.92	71.16	852.08	668.32
30-501.02-03-00 Workers Comp	500	0.00	47.45	9.49	547.45	0.00
30-501.02-04-00 Unemployment Fund	500	0.00	0.00	0.00	500.00	0.00
<b>TOTAL INSURANCE</b>	<b>6,805</b>	<b>243.53</b>	<b>3,588.38</b>	<b>52.73</b>	<b>3,216.62</b>	<b>3,357.64</b>
<b>UTILITIES</b>						
30-501.03-01-00 Telephone & Voicemail	1,600	0.00	784.24	49.02	815.76	1,637.27
30-501.03-02-00 Electricity	46,000	3,489.94	25,431.71	55.29	20,568.29	24,564.14
30-501.03-04-00 Water	3,500	16.36	2,251.71	64.33	1,248.29	973.15
30-501.03-06-00 Wi-Fi	480	0.00	239.94	49.99	240.06	279.93
30-501.03-09-00 Trash Hauling	600	0.00	207.43	34.57	392.57	242.97
<b>TOTAL UTILITIES</b>	<b>52,180</b>	<b>3,506.30</b>	<b>28,915.03</b>	<b>55.41</b>	<b>23,264.97</b>	<b>27,697.46</b>
<b>CAPITAL EXPENDITURES</b>						
30-501.04-31-00 Equipment & Machinery	10,000	0.00	0.00	0.00	10,000.00	0.00
30-501.04-51-00 Facility Improvements	147,000	31,293.25	93,684.00	63.73	53,316.00	787.50
30-501.04-61-00 Pump Station Improvement	34,000	0.00	8,951.50	26.33	25,048.50	68,826.54
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>191,000</b>	<b>31,293.25</b>	<b>102,635.50</b>	<b>53.74</b>	<b>88,364.50</b>	<b>69,614.04</b>
<b>OTHER PURCHASES</b>						
30-501.05-01-00 Office Supplies	150	0.00	239.46	159.64	(89.46)	34.29
30-501.05-02-00 Postage	7,000	734.24	3,204.32	45.78	3,795.68	4,303.57
30-501.05-04-00 Printing	1,300	0.00	0.00	0.00	1,300.00	35.00
30-501.05-06-00 Delinquencies	2,000	868.28	1,745.95	87.30	254.05	0.00
<b>TOTAL OTHER PURCHASES</b>	<b>10,450</b>	<b>134.04</b>	<b>5,189.73</b>	<b>49.66</b>	<b>5,260.27</b>	<b>4,372.86</b>
<b>MAINTENANCE</b>						
30-501.06-01-00 Building Main & Repair	12,000	0.00	34,915.80	290.97	(22,915.80)	5,673.87
30-501.06-12-00 Pump Stations Maintenanc	20,000	985.10	6,944.40	34.72	13,055.60	9,281.79
30-501.06-21-00 Vehicle Repair & Mainten	500	0.00	1,433.65	286.73	(933.65)	0.00
30-501.06-21-02 Tractor/Lawn Mowing Equi	1,000	0.00	318.85	31.89	681.15	161.27
30-501.06-22-00 Vehicle Gas & Oil	3,000	102.50	466.59	15.55	2,533.41	578.46
30-501.06-22-01 Equipment Gas & Oil	1,500	0.00	34.98	2.33	1,465.02	0.00
30-501.06-33-00 Software Support Agreeeme	2,000	0.00	875.00	43.75	1,125.00	0.00
30-501.06-42-00 Line Maintenance	543,500	132,060.43	362,543.76	66.71	180,956.24	120,004.90
30-501.06-99-00 Other Maintenance	0	0.00	0.00	0.00	0.00	48,703.50
<b>TOTAL MAINTENANCE</b>	<b>583,500</b>	<b>133,148.03</b>	<b>407,533.03</b>	<b>69.84</b>	<b>175,966.97</b>	<b>184,403.79</b>

30 -Sewer Service Fund

ADMINISTRATIVE

66.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<b>CITY SERVICES</b>						
30-501.07-34-00 Line Repairs	20,000	1,780.01	10,827.01	54.14	9,172.99	11,106.34
30-501.07-42-00 One Call Utility Locatin	2,000	170.00	645.15	32.26	1,354.85	1,878.03
30-501.07-82-00 KC Water Depart	26,000	6,589.94	12,987.85	49.95	13,012.15	15,986.86
30-501.07-83-00 Platte Co Regional Sewer	16,000	0.00	3,961.43	24.76	12,038.57	0.00
30-501.07-91-00 Odor Control	22,000	0.00	10,916.41	49.62	11,083.59	9,431.79
TOTAL CITY SERVICES	86,000	8,539.95	39,337.85	45.74	46,662.15	38,403.02
<b>PROFESSIONAL FEES</b>						
30-501.08-01-00 Attorney Fees	2,500	0.00	0.00	0.00	2,500.00	0.00
30-501.08-03-00 Engineering Fees	10,000	948.50	5,873.83	58.74	4,126.17	150.00
30-501.08-04-00 Management Contract	290,483	24,206.92	193,655.36	66.67	96,827.64	164,642.94
30-501.08-05-00 Sewer Deposit refunds	0	0.00	91.60	0.00	91.60	0.00
30-501.08-06-00 Administration Fee	103,530	8,627.50	69,020.00	66.67	34,510.00	67,666.66
30-501.08-07-00 Credit Card Fees	2,000	290.75	2,584.21	129.21	584.21	1,845.86
30-501.08-08-00 Sewer Billing Refunds	0	72.71	647.47	0.00	647.47	0.00
TOTAL PROFESSIONAL FEES	408,513	34,146.38	271,872.47	66.55	136,640.53	234,305.46
<b>OTHER EXPENDITURES</b>						
30-501.09-21-00 Miscellaneous	2,000	0.00	820.98	41.05	1,179.02	574.52
30-501.09-22-00 DNR Fees	2,000	0.00	0.00	0.00	2,000.00	1,792.28
TOTAL OTHER EXPENDITURES	4,000	0.00	820.98	20.52	3,179.02	2,366.80
<b>BOND/LEASE PAYMENTS</b>						
<b>SYSTEM RENEWAL PROJECT</b>						
30-501.12-11-00 SRF Principal-Transfer t	150,000	12,500.00	87,500.00	58.33	62,500.00	96,666.64
30-501.12-11-01 SRF Interest-Transfer to	26,975	2,245.33	15,717.55	58.27	11,257.45	20,096.99
30-501.12-11-02 SRF Admin Fee-Transfer t	8,520	0.00	320.91	3.77	8,199.09	17,171.01
TOTAL SYSTEM RENEWAL PROJECT	185,495	14,745.33	103,538.46	55.82	81,956.54	133,934.64
<b>TRANSFERS-OTHER SOURCES</b>						
30-501.20-02-02 Trans to Debt Serv (for	0	0.00	0.00	0.00	0.00	151,063.33
TOTAL TRANSFERS-OTHER SOURCES	0	0.00	0.00	0.00	0.00	151,063.33
TOTAL ADMINISTRATIVE	1,543,641	226,993.81	973,831.88	63.09	569,809.12	857,365.36
TOTAL EXPENDITURES	1,543,641	226,993.81	973,831.88	63.09	569,809.12	857,365.36
<b>EXCESS REVENUES OVER/(UNDER) EXPENDITURE(</b>						
	263,506)	( 125,927.35)	( 301,032.20)		0.00	( 167,797.01)

# Transportation Fund (40)

Last Updated 09/15/2016

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Actual	2016 Budget	2016 YTD	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<i>Beginning Fund Balance</i>	\$227,141	\$ 89,288	\$ 190,187	\$ 162,682	\$ 318,954	\$ 327,997	\$ 217,699	\$ 231,767	\$ 231,767	\$ 119,351	\$ 158,365	\$ 232,564	\$ 296,002	\$ 358,386
<b>Revenues</b>														
Parkville Special Road District	114,870	120,346	122,341	124,328	126,000	128,588	132,000	132,218	132,218	134,000	136,600	138,649	138,649	140,729
City Transportation Sales Tax	454,319	380,193	398,083	438,160	435,000	456,397	456,000	308,302	470,000	472,000	479,080	486,266	486,266	493,560
Motor Fuel Tax	123,157	141,412	140,867	143,352	141,000	146,671	144,000	96,391	144,000	145,000	147,175	149,383	149,383	151,623
County Transportation Sales Tax	123,552	137,379	134,865	178,948	170,000	194,587	190,000	-	228,000	240,000	243,600	247,254	247,254	250,963
Project Cost Share			-	18,125	-	2,300	5,325	1,321	12,783	5,304	5,410	5,518	5,518	5,629
Sale of Equipment				8,275	11,500	11,075	7,500	-	7,500	25,500	5,000	5,000	5,000	5,000
Refunds		80,250		-	-	-								
MPR Safety Funds				4,300	-	-								
Leased Properties		6,470	900	-	-	-	-	-	-	-	-	-	-	-
<b>Transportation Fund Revenues:</b>	<b>815,898</b>	<b>866,050</b>	<b>797,056</b>	<b>915,488</b>	<b>883,500</b>	<b>939,617</b>	<b>934,825</b>	<b>538,231</b>	<b>994,501</b>	<b>1,021,804</b>	<b>1,016,865</b>	<b>1,032,070</b>	<b>1,032,070</b>	<b>1,047,504</b>
<b>Total Sources:</b>	<b>1,043,039</b>	<b>955,338</b>	<b>987,243</b>	<b>1,078,170</b>	<b>1,202,454</b>	<b>1,267,614</b>	<b>1,152,524</b>	<b>769,999</b>	<b>1,226,268</b>	<b>1,141,155</b>	<b>1,175,231</b>	<b>1,264,634</b>	<b>1,328,072</b>	<b>1,405,889</b>
<b>Expenditures</b>														
Streets - Capital	171,177	196,151	88,560	81,966	502,500	455,696	488,000	303,478	529,952	356,000	315,000	340,000	340,000	340,000
Streets - Operating			-	313,207	353,000	335,150	386,000	191,585	388,365	391,790	397,667	403,632	409,686	415,832
Transfers	782,574	569,000	736,000	355,000	245,000	245,000	240,000	160,000	188,600	235,000	230,000	225,000	220,000	215,000
<b>Transportation Fund Expenditures:</b>	<b>953,751</b>	<b>765,151</b>	<b>824,560</b>	<b>750,173</b>	<b>1,100,500</b>	<b>1,035,846</b>	<b>1,114,000</b>	<b>655,063</b>	<b>1,106,917</b>	<b>982,790</b>	<b>942,667</b>	<b>968,632</b>	<b>969,686</b>	<b>970,832</b>
<b>Estimated Ending Balance (deficit):</b>	<b>89,288</b>	<b>190,187</b>	<b>162,682</b>	<b>327,997</b>	<b>101,954</b>	<b>231,767</b>	<b>38,524</b>	<b>114,936</b>	<b>119,351</b>	<b>158,365</b>	<b>232,564</b>	<b>296,002</b>	<b>358,386</b>	<b>435,058</b>

CITY OF PARKVILLE  
 REVENUE AND EXPENSE REPORT  
 AS OF: AUGUST 31ST, 2016

40 -Transportation Fund  
 FINANCIAL SUMMARY

66.67% 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	132,000	0.00	132,218.13	100.17 (	218.13)	126,527.83
SALES TAXES	790,000	39,954.92	404,692.57	51.23	385,307.43	389,241.09
OTHER REVENUE	5,325	1,320.75	1,320.75	24.80	4,004.25	0.00
MISCELLANEOUS REVENUE	7,500	0.00	0.00	0.00	7,500.00	0.00
TRANSFERS IN	0	( 1,320.75)	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>934,825</b>	<b>39,954.92</b>	<b>538,231.45</b>	<b>57.58</b>	<b>396,593.55</b>	<b>515,768.92</b>
<u>EXPENDITURE SUMMARY</u>						
STREET DEPARTMENT	874,000	73,536.92	495,062.52	56.64	378,937.48	553,165.18
TRANSFERS	240,000	20,000.00	160,000.00	66.67	80,000.00	163,333.32
<b>TOTAL EXPENDITURES</b>	<b>1,114,000</b>	<b>93,536.92</b>	<b>655,062.52</b>	<b>58.80</b>	<b>458,937.48</b>	<b>716,498.50</b>
<b>EXCESS REVENUES OVER/ (UNDER) EXPENDITURE (</b>	<b>179,175) (</b>	<b>53,582.00) (</b>	<b>116,831.07) (</b>	<b>(</b>	<b>62,343.93) (</b>	<b>200,729.58)</b>

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

40 -Transportation Fund  
ADMINISTRATION  
EXPENDITURES

66.67% 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: AUGUST 31ST, 2016

40 -Transportation Fund  
 STREET DEPARTMENT  
 EXPENDITURES

66.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>CAPITAL EXPENDITURES</u>						
40-520.04-81-00 Crack Seal Project	15,000	0.00	0.00	0.00	15,000.00	0.00
40-520.04-83-00 Street Striping	20,000	189.90	189.90	0.95	19,810.10	0.00
40-520.04-85-00 Asphalt Overlay Program	225,000	18,648.00	167,873.05	74.61	57,126.95	220,242.52
40-520.04-85-01 Equipment	128,000	135.00	28,486.72	22.26	99,513.28	51,614.52
40-520.04-90-00 Curb & Sidewalk Program	<u>100,000</u>	<u>28,743.00</u>	<u>106,928.00</u>	<u>106.93</u>	<u>( 6,928.00)</u>	<u>99,750.00</u>
TOTAL CAPITAL EXPENDITURES	488,000	47,715.90	303,477.67	62.19	184,522.33	371,607.04
<u>MAINTENANCE</u>						
40-520.06-01-00 Building Maintenance & R	5,000	0.00	346.64	6.93	4,653.36	733.14
40-520.06-21-00 Vehicle & Equipment Main	10,500	804.51	4,374.61	41.66	6,125.39	5,615.07
40-520.06-22-00 Vehicle & Equipment Gas	<u>25,500</u>	<u>777.88</u>	<u>6,512.92</u>	<u>25.54</u>	<u>18,987.08</u>	<u>9,812.56</u>
TOTAL MAINTENANCE	41,000	1,582.39	11,234.17	27.40	29,765.83	16,160.77
<u>CITY SERVICES</u>						
40-520.07-20-00 Emergency Snow Removal	40,000	0.00	14,482.23	36.21	25,517.77	18,991.44
40-520.07-32-00 Storm Sewers - General R	2,500	3,596.41	5,474.39	218.98	( 2,974.39)	58.76
40-520.07-33-00 Street Repair Materials	15,000	0.00	3,152.06	21.01	11,847.94	6,002.13
40-520.07-41-00 Street Lights - Electric	260,000	20,642.22	150,674.61	57.95	109,325.39	129,296.48
40-520.07-44-00 Street Signs	2,500	0.00	193.64	7.75	2,306.36	713.56
40-520.07-45-00 Street Sweeping	15,000	0.00	6,343.75	42.29	8,656.25	7,200.00
40-520.07-52-00 Tree Trimming & Removal	6,000	0.00	30.00	0.50	5,970.00	3,135.00
40-520.07-60-00 Rental Equipment	<u>3,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>0.00</u>
TOTAL CITY SERVICES	344,000	24,238.63	180,350.68	52.43	163,649.32	165,397.37
<u>OTHER EXPENDITURES</u>						
40-520.09-21-00 Miscellaneous	<u>1,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
TOTAL OTHER EXPENDITURES	<u>1,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>
TOTAL STREET DEPARTMENT	874,000	73,536.92	495,062.52	56.64	378,937.48	553,165.18

CITY OF PARKVILLE  
REVENUE AND EXPENSE REPORT  
AS OF: AUGUST 31ST, 2016

40 -Transportation Fund  
TRANSFERS  
EXPENDITURES

66.67% 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	240,000	20,000.00	160,000.00	66.67	80,000.00	163,333.32
TOTAL TRANSFERS-OTHER SOURCES	240,000	20,000.00	160,000.00	66.67	80,000.00	163,333.32
TOTAL TRANSFERS	240,000	20,000.00	160,000.00	66.67	80,000.00	163,333.32
TOTAL EXPENDITURES	1,114,000	93,536.92	655,062.52	58.80	458,937.48	716,498.50
<u>=====</u>						
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(	179,175)	53,582.00)	116,831.07)		0.00	( 200,729.58)

BALANCE SHEET

AS OF: AUGUST 31ST, 2016

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	1,842,757.13
15000	Receivables - General	( 34.00)
15004	Franchise Tax Receivables	97,867.82
15005	Vehicle Tax Receivable	824.81
15006	Sales Tax Receivables	180,837.70
15007	Motor Vehicle Tax Receivables	6,274.44
18000	Prepaid Insurance	153,498.98
		<hr/>
		2,282,458.19

TOTAL ASSETS 2,282,458.19

LIABILITIES

=====		
20021	AFLAC W/H	( 323.78)
20022	Medical Ins W/H	( 5,812.55)
20023	Dental W/H	( 429.84)
20025	Principal W/H	66.47
20028	Vision Care Withholding	( 145.84)
20031	Retirement W/H ING	150.00
20041	KC Earning Tax W/H	6,146.89
20051	Garnishment W/H	( 70.62)
20070	Vol. Employee Fund W/H	( 57.63)
21000	Deferred Revenue	824.81
22001	AP Pending (Due to Pooled)	30,667.22
22500	Telecom Escrow	190.29
22501	FLEX Plan Payable	2,838.96
22600	COBRA Liability	1,539.59
		<hr/>
		35,583.97

EQUITY

=====		
30001	Fund Balance	1,739,311.75
		<hr/>
	TOTAL BEGINNING EQUITY	1,739,311.75
		<hr/>
	TOTAL REVENUE	3,039,775.54
	TOTAL EXPENSES	2,532,213.07
		<hr/>
	TOTAL SURPLUS/(DEFICIT)	507,562.47
		<hr/>
	TOTAL EQUITY & SURPLUS/(DEFICIT)	2,246,874.22
		<hr/>
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	2,282,458.19
		=====

BALANCE SHEET  
AS OF: AUGUST 31ST, 2016

21 -River Park Bond Retirement

ACCOUNT# TITLE

ASSETS			
=====			
11002 River Prk Dev Bank Acct-831727		151,980.96	
15001 Receivables - Current		5,167.60	
15003 LT Receivables		1,048,308.15	
		<hr/>	
			1,205,456.71
			<hr/>
TOTAL ASSETS			1,205,456.71
			=====
LIABILITIES			
=====			
21000 Deferred Revenue-Current		5,167.60	
21001 LT Deferred Revenue		1,048,308.15	
		<hr/>	
TOTAL LIABILITIES			1,053,475.75
			<hr/>
EQUITY			
=====			
30001 FUND BALANCE		152,071.27	
		<hr/>	
TOTAL BEGINNING EQUITY			152,071.27
TOTAL REVENUE		320,609.69	
TOTAL EXPENSES		320,700.00	
		<hr/>	
TOTAL SURPLUS/(DEFICIT)		( 90.31)	
TOTAL EQUITY & SURPLUS/(DEFICIT)			151,980.96
			<hr/>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT			1,205,456.71
			=====

BALANCE SHEET  
AS OF: AUGUST 31ST, 2016

22 -Capital Project Bonds

ACCOUNT# TITLE

ASSETS

=====		
11002 Cash 832634	35,343.14	
12000 Claim on Cash	13.66	
14010 Lease Revenue Fund	0.48	
14012 Reserve Fund	0.03	
		35,357.31

TOTAL ASSETS 35,357.31

LIABILITIES

EQUITY

=====		
30001 Fund Balance	( 244,067.14)	
TOTAL BEGINNING EQUITY	( 244,067.14)	
TOTAL REVENUE	337,160.44	
TOTAL EXPENSES	57,735.99	
TOTAL SURPLUS/(DEFICIT)	279,424.45	
TOTAL EQUITY & SURPLUS/(DEFICIT)	35,357.31	

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 35,357.31

## BALANCE SHEET

AS OF: AUGUST 31ST, 2016

23 -Brush Creek NID

ACCOUNT# TITLE

## ASSETS

=====

12000 Claim on Cash	93,092.07	
14011 Debt Service Fund	3,864.63	
14012 Debt Service Reserve Fund	398,215.90	
15002 Receivables-Current	( 91,104.03)	
15003 LT Receivables	4,976,775.00	
		<u>5,380,843.57</u>

TOTAL ASSETS		<u>5,380,843.57</u>
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=====

## LIABILITIES

=====

21001 LT Deferred Revenue	4,976,775.00	
22001 A/P Pending (Due to Pool)	( 91,104.03)	
		<u>4,885,670.97</u>

## EQUITY

=====

30001 Fund Balance	417,000.02	
30002 Fund Balance-Maintenance Fund	7,599.82	
		<u>424,599.84</u>

TOTAL REVENUE	259,660.26	
TOTAL EXPENSES	189,087.50	

TOTAL SURPLUS/(DEFICIT)	<u>70,572.76</u>	
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TOTAL EQUITY & SURPLUS/(DEFICIT)		<u>495,172.60</u>
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TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		<u>5,380,843.57</u>
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BALANCE SHEET  
AS OF: AUGUST 31ST, 2016

24 -Brink Meyer Road NID

ACCOUNT# TITLE

ASSETS

=====		
12000	Claim on Cash	( 74,210.92)
14011	Brink Myer Note Fund (D S F)	290,280.85
14012	Brink Meyer Bond Fund	2,824.14
15002	Receivables 2016	( 72,210.92)
15003	LT Receivables	3,244,712.00
		<hr/>
		3,391,395.15

TOTAL ASSETS 3,391,395.15

=====

LIABILITIES

=====		
21001	LT Deferred Revenue	3,244,712.00
22001	A/P Pending (Due to Pool)	( 72,210.92)
23001	Loan from Em Reserve Payable	178,123.94
		<hr/>
		3,350,625.02

TOTAL LIABILITIES 3,350,625.02

EQUITY

=====		
30001	Fund Balance	109,938.46
30002	Fund Balance-Maintenance Fund	1,625.04
		<hr/>
		111,563.50

TOTAL BEGINNING EQUITY 111,563.50

TOTAL REVENUE 79,194.13

TOTAL EXPENSES 149,987.50

TOTAL SURPLUS/(DEFICIT) ( 70,793.37)

TOTAL EQUITY & SURPLUS/(DEFICIT) 40,770.13

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 3,391,395.15

=====

BALANCE SHEET

AS OF: AUGUST 31ST, 2016

30 -Sewer Service Fund

ACCOUNT# TITLE

ASSETS

=====

11002 Sewer Fund Cash in Bank-090247	19,011.90	
11003 Cash-833126	11,409.05	
11005 MM Bank Lib 802366	210,382.65	
12000 Sewer Service Claim on Cash	216,952.75	
15000 Receivables	161,374.05	
17001 Property, Plant, Equipment	5,253,934.00	
17002 Land	59,975.00	
17003 Infrastructure	2,384,899.00	
17005 Accumulated Depreciation	( 4,413,384.00)	
17014 Equipment	263,593.00	
18000 Prepaid Insurance	1,838.83	
		<hr/>
		4,169,986.23

TOTAL ASSETS 4,169,986.23  
=====

LIABILITIES

=====

20070 Vol. Employee Fund	16.39	
22001 AP Pending (Due to Pooled)	28,099.78	
26000 Customer Deposits	13,485.00	
		<hr/>
TOTAL LIABILITIES		41,601.17

EQUITY

=====

30001 Fund Balance	4,429,417.26	
		<hr/>
TOTAL BEGINNING EQUITY		4,429,417.26
		<hr/>
TOTAL REVENUE	672,799.68	
TOTAL EXPENSES	973,831.88	
		<hr/>
TOTAL SURPLUS/(DEFICIT)	( 301,032.20)	
		<hr/>
TOTAL EQUITY & SURPLUS/(DEFICIT)		4,128,385.06
		<hr/>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		4,169,986.23

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BALANCE SHEET

AS OF: AUGUST 31ST, 2016

33 -Sewer Capital Improvement

ACCOUNT# TITLE

ASSETS

=====

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LIABILITIES

=====

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EQUITY

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BALANCE SHEET  
AS OF: AUGUST 31ST, 2016

34 -SRF Fund

ACCOUNT#	TITLE		
<b>ASSETS</b>			
=====			
12005 UMB Principal Payments Res Acc		100,007.71	
12006 UMB SRF Interest Payment Res A		4,506.39	
		<u>104,514.10</u>	
			<u>104,514.10</u>
			=====
<b>LIABILITIES</b>			
=====			
24000 Long-Term Bonds Payable		1,310,000.00	
24001 Bond Issue Premium		63,351.00	
		<u>1,373,351.00</u>	
			<u>1,373,351.00</u>
<b>EQUITY</b>			
=====			
30001 Fund Balance		( 1,380,110.89)	
		<u>( 1,380,110.89)</u>	
			<u>( 1,380,110.89)</u>
TOTAL REVENUE		144,117.74	
TOTAL EXPENSES		32,843.75	
		<u>111,273.99</u>	
TOTAL SURPLUS/(DEFICIT)		111,273.99	
			<u>( 1,268,836.90)</u>
TOTAL EQUITY & SURPLUS/(DEFICIT)		( 1,268,836.90)	
			<u>104,514.10</u>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT			=====

BALANCE SHEET  
AS OF: AUGUST 31ST, 2016

40 -Transportation Fund

ACCOUNT# TITLE

ASSETS

=====

12000 Claim on Cash	127,473.14	
15000 Receivables - General	10,885.46	
15001 Receivable Held in Escrow Acct	8,883.40	
15004 Receivables-Sales Tax	88,393.46	
		235,635.46

TOTAL ASSETS 235,635.46

=====

LIABILITIES

=====

22001 A/P Pending (Due to Pooled)	23,535.56	
22500 Liability in Held in Escrow Ac	8,883.40	
		32,418.96

EQUITY

=====

30001 Fund Balance	320,047.57	
		320,047.57
TOTAL BEGINNING EQUITY	320,047.57	
TOTAL REVENUE	538,231.45	
TOTAL EXPENSES	655,062.52	
		( 116,831.07)
TOTAL SURPLUS/(DEFICIT)	( 116,831.07)	
		203,216.50
TOTAL EQUITY & SURPLUS/(DEFICIT)	203,216.50	
		235,635.46
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	235,635.46	

=====

CITY OF PARKVILLE  
RESERVED FUND SUMMARY  
AS OF: AUGUST 31ST, 2016

	This Month		Cumulative		Fund
	Income	Expenses	Income	Expenses	Balance
45 -Fewson Project Fund	29.61	6.00	2,783.04	62.50	569,718.34
46 -Guest Room Tax Fund	360.73	0.00	831.27	1,000.00	712.68
50 -Emergency Reserve Fund	26,458.33	0.00	227,030.66	73,993.75	1,601,002.52
60 -Nature Sanctuary Fund	73.82	0.00	10,446.17	4,900.00	40,254.14
63 -Park Donations	10.17	0.00	4,103.90	9,060.94	20,246.56
80 -Court Recoupment Fees	201.00	0.00	1,201.70	0.00	40,131.09
81 -Police Training Fees-LET	250.00	835.50	1,808.00	3,066.98	40,202.90
91 -TIF Development Fund	10,228.26	0.00	139,579.40	0.00	152,023.07
95 -Capital Projects Fund	( 10,000.00)	5,905.63	151,073.05	212,035.58 (	4,218.06)
TOTAL	27,611.92	6,747.13	538,857.19	304,119.75	2,460,073.24

\*\*\* END OF REPORT \*\*\*

City of Parkville  
Cash & Investments Balance Report  
As of August 31, 2016

**General Fund #10**

Cash on Hand	181.31	
Total Cash Accounts*	1,812,189.91	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$1,812,371.22</u></u></b>

**Transportation Fund #40**

Total Cash Accounts*	127,473.14	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$127,473.14</u></u></b>

**River Park Bond Retirement Fund #21**

Total Cash Accounts*	151,980.96	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$151,980.96</u></u></b>

**Emergency Reserve Fund #50**

Total Cash Accounts*	1,422,878.58	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$1,422,878.58</u></u></b>

**Capital Project Bonds Fund #22**

Total Cash Accounts*	35,356.80	
Reserve Fund Account	0.51	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$35,357.31</u></u></b>

**TIF Development Fund #91**

Total Cash Accounts*	152,023.07	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$152,023.07</u></u></b>

**Brush Creek NID Fund #23**

Total Cash Accounts*	96,956.70	
Reserve Fund Account	398,215.90	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$495,172.60</u></u></b>

**Parkville Market Place Fund #92**

Total Cash Account	9,422.25	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$9,422.25</u></u></b>

**Brink Meyer Road NID Fund #24**

Total Cash Accounts*	290,280.85	
Reserve Fund Account	2,824.14	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$293,104.99</u></u></b>

**Capital Projects Fund #95**

Total Cash Accounts*	-4,218.06	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>-\$4,218.06</u></u></b>

**Sewer Service Fund #30**

Total Cash Accounts*	429,656.57	
<b>Fund Cash &amp; Investments Total</b>		<b><u><u>\$429,656.57</u></u></b>

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

1 CLASSIFICATION OF OFFENSES	2 OFFENSES REPORTED OR KNOWN TO POLICE (INCLUDING "UNFOUNDED" AND ATTEMPTS)	3 UNFOUNDED, I.E., FALSE OR BASELESS COMPLAINTS	4 NUMBER OF ACTUAL OFFENSES (COLUMN 2 MINUS COLUMN 3) (INCLUDE ATTEMPTS)	5 TOTAL OFFENSES CLEARED BY ARREST OR EXCEPTIONAL MEANS (INCLUDES COL. 4)	6 NUMBER OF CLEARANCES INVOLVING ONLY PERSONS UNDER 18 YEARS OF AGE
<b>1. CRIMINAL HOMICIDE</b>					
a. MURDER AND NONNEGLIGENT HOMICIDE (score attempts as aggravated assault if homicide reported, submit Supplemental Homicide Report)	11			00	
b. MANSLAUGHTER BY NEGLIGENCE	12			00	
<b>2. FORCIBLE RAPE TOTAL</b>	20			01	
a. Rape by Force	21				
b. Attempts to commit Forcible Rape	22				
<b>3. ROBBERY TOTAL</b>	30			01	
a. Firearm	31				
b. Knife or Cutting Instrument	32				
c. Other Dangerous Weapon	33				
d. Strong-Arm ( Hands, Fists, Feet, Etc. )	34				
<b>4. ASSAULT TOTAL</b>	40	20	20	12	18
a. Firearm	41				
b. Knife or Cutting Instrument	42				
c. Other Dangerous Weapon	43				
d. Hands, Fists, Feet, Etc. - Aggravated Injury	44	7	7		5
e. Other Assaults - Simple, Not Aggravated	45	13	13		13
<b>5. BURGLARY TOTAL</b>	50	8	8	5	1
a. Forcible Entry	51	5	5		
b. Unlawful Entry - No Force	52	3	3		1
c. Attempted Forcible Entry	53				
<b>6. LARCENY - THEFT TOTAL</b> ( Except Motor Vehicle Theft )	60	41	41	52	18
<b>7. MOTOR VEHICLE THEFT TOTAL</b>	70	4	4	3	2
a. Autos	71	1	1		1
b. Trucks and Buses	72	1	1		1
c. Other Vehicles	73	2	2		
<b>GRAND TOTAL</b>	77	73	73	74	39

Prior 3yrs  
Average

January 2016

Month and Year of Report

thru  
July 31, 2016

Parkville, Missouri PD

Agency and State

Mo0830100

Agency Identifier

5700.00

Population

September 1, 2016

Date

Craig Hubbell

Detective Sergeant

Prepared By

Chief K. L. Chisman

Title

Chief, Commissioner, Sheriff, or Superintendent

**PROPERTY STOLEN BY CLASSIFICATION**

CLASSIFICATION		NUMBER OF ACTUAL OFFENSES (COLUMN 4 Return A)	Monetary Value of Property Stolen
<b>1. MURDER AND NONNEGLIGENT MANSLAUGHTER</b>	12		
<b>2. FORCIBLE RAPE</b>	20		
<b>3. ROBBERY</b>			
(a) HIGHWAY (Streets, alleys, etc.)	31		
(b) COMMERCIAL HOUSE (except c, d and f)	32		
(c) GAS OR SERVICE STATION	33		
(d) CONVENIENCE STORE	34		
(e) RESIDENCE (anywhere on premises)	35		
(f) BANK	36		
(g) MISCELLANEOUS	37		
<b>TOTAL ROBBERY</b>	30		
<b>5. BURGLARY - BREAKING AND ENTERING</b>			
(a) RESIDENCE (dwelling)			
(1) NIGHT (6 p.m. - 6 a.m.)	51		
(2) DAY (6 a.m. - 6 p.m.)	52	2	6439
(3) UNKNOWN	53	2	19529
(b) NON-RESIDENCE (store, office, etc.)			
(1) NIGHT (6 p.m. - 6 a.m.)	54	3	1139
(2) DAY (6 a.m. - 6 p.m.)	55		
(3) UNKNOWN	56	1	2
<b>TOTAL BURGLARY</b>	50	8	27109
<b>6. LARCENY - THEFT (Except Motor Vehicle Theft)</b>			
(a) \$200 AND OVER	61	16	53300
(b) \$50 TO \$200	62	4	458
(c) UNDER \$50	63	21	356
<b>TOTAL LARCENY (Same as Item 6X)</b>	60	41	54114
<b>7. MOTOR VEHICLE THEFT (Including Alleged Joy Riding)</b>	70	4	3300
<b>GRAND TOTAL - ALL ITEMS</b>	77	53	67 84523
<b>ADDITIONAL ANALYSIS OF LARCENY AND MOTOR VEHICLE THEFT</b>			
<b>6X. NATURE OF LARCENIES UNDER ITEM 6</b>			
(a) POCKET-PICKING	81		
(b) PURSE SNATCHING	82		
(c) SHOPLIFTING	83	23	21 3627
(d) FROM MOTOR VEHICLE (except e)	84	8	6009
(e) MOTOR VEHICLE PARTS AND ACCESSORIES	85	3	45
(f) BICYCLES	86	1	350
(g) FROM BUILDING (except c and h)	87	3	5 8452
(h) FROM ANY COIN-OPERATED MACHINES (parking meters etc.)	88		
(i) ALL OTHERS	89	3	35631
<b>TOTAL LARCENIES (Same as Item 6)</b>	80	41	52 54114
<b>7X. MOTOR VEHICLES RECOVERED</b>			
(a) STOLEN LOCALLY AND RECOVERED LOCALLY	91	1	Prior Sys. Average
(b) STOLEN LOCALLY AND RECOVERED BY ANOTHER JURISDICTION	92	1	
(c) TOTAL LOCALLY STOLEN MOTOR VEHICLES RECOVERED (a & b)	90	2	
(d) STOLEN IN OTHER JURISDICTION AND RECOVERED LOCALLY	93	3	

*January 1, 2016 thru July 31, 2016*

## **CITY OF PARKVILLE**

### **Policy Report**

DATE: Thursday, September 15, 2016

PREPARED BY:  
Stephen Lachky  
Community Development Director

REVIEWED BY:  
Tim Blakeslee  
Assistant to the City Administrator

ISSUE:

Approve the second reading of an ordinance to repeal and replace Parkville Municipal Code Title IV, Chapter 471: *Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers*. Case No. PZ16-12; City of Parkville, applicant.

BACKGROUND:

On July 5, 2013, Governor Jay Nixon of Missouri signed into law HB 331 – the “Uniform Wireless Communications Infrastructure Deployment Act” (the “Act”). The purpose of the Act is “to encourage and streamline the deployment of broadband facilities and to help ensure that robust wireless communication services are available throughout Missouri.” Under the Act, when considering applications for the construction of wireless facilities, local authorities:

- Are prohibited from evaluating an application based on the availability of other potential locations for a facility (though they may still require applicants to state whether they’ve analyzed available collocation opportunities);
- Cannot dictate the type of technology used by an applicant to deploy its technology; and
- May not unreasonable dictate the appearance of wireless facilities, such as what types of materials are used or how the facility must be screened or landscaped (this leaves some discretion to the local authority so long as the requirements are “reasonable,” which is not further defined within the Act).

On June 7, 2016, the City of Parkville received authorization by the Board of Aldermen to enter into a professional services agreement with Cunningham, Vogel & Rost, P.C. for special legal counsel services related to telecommunications and cell phone towers (Ordinance No. 2848). Since that time, legal counsel by Cunningham, Vogel & Rost, P.C. has recommended the City update its telecommunications regulations to reflect legislation at the state level, specifically requirements of the Act contained in RSMo, Sections 67.5090 to 67.5103 (See Attachment 2).

The city’s telecommunications regulations are contained within Parkville Municipal Code Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers. The regulations in this chapter were adopted on November 4, 1997 (Ordinance No. 1681). Staff reviewed provisions of the Act against Parkville’s regulations and drafted a proposed text amendment to Chapter 471 to bring the city in compliance with Missouri’s state requirements. Further, staff consulted with Chris Brewster (Gould Evans) — who is currently conducting Parkville’s Zoning Code and Subdivision Regulations Update project — regarding immediate organizational/structural modifications for the Chapter. Lastly, legal counsel by Cunningham, Vogel & Rost, P.C. reviewed the proposed text amendment (See Attachment 3). In summary, the proposed text amendment:

- Removes requirements of Chapter 471 conflicting with RSMo Section 67.5094.1: Prohibited acts by authority.
- Adds preemption language to Chapter 471 stating that requirements shall not supersede any federal or state law now or in the future.

- Adds that decisions and findings for a conditional use permit need to be based upon substantial evidence.
- Adds minimum setback requirements for all zoning districts and city rights-of-way.
- Reorganizes sections and language in Chapter 471 for organizational purposes.

**PLANNING AND ZONING COMMISSION RECOMMENDATION:**

A public hearing was held on August 9, 2016, to consider the application for text amendment. The commission concurred with staff's conclusions and recommendation, and unanimously voted (8 to 0) to recommend the Board of Aldermen approve the text amendment to Parkville Municipal Code, Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers, subject to additional conditions recommended by the Planning Commission:

- *The proposed text amendment specifies the requirement of a structural analysis by a licensed professional engineer and that he/she be licensed in the State of Missouri.*

**STAFF RECOMMENDATION:**

Staff recommends approval of the proposed text amendment to Parkville Municipal Code Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers, as depicted in Attachment B.

**BUDGET IMPACT:**

With the exception of application and permit fees collected, there is no immediate budget impact. Long-term impacts would be realized from changes in property taxes and sales taxes collected from the site and proposed development, and impacts to the same for area properties and other businesses.

**ALTERNATIVES:**

1. Approve the second reading of an ordinance to repeal and replace Parkville Municipal Code Chapter 471.
2. Approve the second reading of an ordinance to repeal and replace Parkville Municipal Code Chapter 471 subject to other stated conditions.
3. Do not approve the second reading of the ordinance.
4. Postpone the item.

**POLICY:**

Per RSMo 89.050 and Parkville Municipal Code Chapter 483 *changes and amendments* to the zoning code are 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 to approve Bill No. 2884, an ordinance repealing and replacing Parkville Municipal Code Chapter 471 regarding regulations governing the installation and operation of telecommunication antennas and towers, on second reading to become Ordinance No. \_\_\_\_\_.

**ATTACHMENTS:**

1. Proposed Ordinance
2. RSMo, Section 67.5094.1
3. Proposed Text Amendment
4. Application for Text Amendment (Zoning & Subdivision Regulations)
5. Public Hearing Notice published July 13, 2016 in Landmark Newspaper

6. Staff Analysis presented on August 9, 2016 to Planning and Zoning Commission
7. Exhibits presented on August 9, 2016 to Planning and Zoning Commission

PUBLIC COMMENTS RECEIVED:

No public comments were received by staff for this application

ADDITIONAL EXHIBITS BY REFERENCE:

1. Minutes of the August 9, 2016 Planning and Zoning Commission meeting (by reference)
2. Parkville zoning code in its entirety - <http://www.ocode360.com/PA3395-DIV-05>
3. Parkville Municipal Code, Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers - <http://www.ocode360.com/27902622>
4. Missouri Revised Statutes (RSMo), Chapter 67, Sections 67.5090 to 67.5103 - <http://www.moga.mo.gov/mostatutes/stathtml/06700050901.html>

**AN ORDINANCE AMENDING CHAPTER 471 OF THE PARKVILLE MUNICIPAL CODE RELATED TO THE REGULATIONS GOVERNING THE INSTALLATION AND OPERATION OF TELECOMMUNICATION ANTENNAS AND TOWERS**

WHEREAS, the City of Parkville submitted an application for Text Amendment (Zoning & Subdivision Regulations) to amend Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers (Case No. PZ16-12); and

WHEREAS, on June 7, 2016, the City of Parkville received authorization by the Board of Aldermen to enter into a professional services agreement with Cunningham, Vogel & Rost, P.C. for special legal counsel services related to telecommunications and cell phone towers (Ordinance No. 2848).

WHEREAS, special legal counsel review the proposed text amendment in its entirety and directed staff to amend Chapter 471 of the zoning code.

WHEREAS, the proposed text amendment updates the City's telecommunications regulations to reflect legislation at the state level, including requirements of the "Uniform Wireless Communications Infrastructure Deployment Act" contained in Missouri Revised Statutes (RSMo), Chapter 67, Sections 67.5090 to 67.5103, as well as amendments deemed necessary by special legal counsel; and

WHEREAS, the proposed text amendment makes the zoning code conform more closely with the City's Master Plan, improves public health, safety and general welfare by clarifying or better implementing the intent of the Code; and

WHEREAS, the general effects of the proposed text amendment to property and residents in the City of Parkville are to ensure to the City's telecommunications regulations do not conflict with any state or federal requirements now or in the future; and

WHEREAS, the proposed text amendment to the zoning code requires a public hearing before the Planning and Zoning Commission in accordance with RSMo §89.050 of Parkville Municipal Code Chapter 483 and accordingly all public hearing notices were posted and published as required; and

WHEREAS, on August 9, 2016, the Planning and Zoning Commission held a public hearing to consider the proposed text amendment, concurred with staff's conclusions and recommendation, and unanimously recommended approval of the proposed text amendment contained herein by a vote of 8 to 0; and

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

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

SECTION 1. Parkville Municipal Code, Title IV, Chapter 471 is hereby amended to reflect the proposed text amendment as shown in Exhibit A.

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

PASSED and APPROVED this 20<sup>th</sup> day of September 2016.

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Mayor Nanette K. Johnston

ATTESTED:

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City Clerk Melissa McChesney

# Missouri Revised Statutes

## Chapter 67 Political Subdivisions, Miscellaneous Powers

### Section 67.5094.1

August 28, 2015

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#### **Prohibited acts by authority.**

67.5094. In order to ensure uniformity across the state of Missouri with respect to the consideration of every application, an authority shall not:

- (1) Require an applicant to submit information about, or evaluate an applicant's business decisions with respect to its designed service, customer demand for service, or quality of its service to or from a particular area or site;
- (2) Evaluate an application based on the availability of other potential locations for the placement of wireless support structures or wireless facilities, including without limitation the option to collocate instead of construct a new wireless support structure or for substantial modifications of a support structure, or vice versa; provided, however, that solely with respect to an application for a new wireless support structure, an authority may require an applicant to state in such applicant's application that it conducted an analysis of available collocation opportunities on existing wireless towers within the same search ring defined by the applicant, solely for the purpose of confirming that an applicant undertook such an analysis; for collocation to any certified historic structure as defined in section 253.545, in addition to all other applicable time requirements, there shall be a thirty-day time period before approval of an application. During such time period, an authority shall hold one or more public hearings on collocation to a certified historic structure;
- (3) Dictate the type of wireless facilities, infrastructure or technology to be used by the applicant, including, but not limited to, requiring an applicant to construct a distributed antenna system in lieu of constructing a new wireless support structure;
- (4) Require the removal of existing wireless support structures or wireless facilities, wherever located, as a condition for approval of an application;
- (5) With respect to radio frequency emissions, impose environmental testing, sampling, or monitoring requirements or other compliance measures on wireless facilities that are categorically excluded under the Federal Communication Commission's rules for radio frequency emissions under 47 CFR 1.1307(b)(1) or other applicable federal law, as the same may be amended or supplemented;

- (6) Establish or enforce regulations or procedures for RF signal strength or the adequacy of service quality;
- (7) Establish or enforce regulations or procedures for environmental safety for any wireless communications facility that is inconsistent with or in excess of those required by OET Bulletin 65, entitled Evaluating Compliance with FCC Guidelines for Human Exposure to Radio Frequency Electromagnetic Fields, Edition 97-01, released August, 1997, and Supplement A: Additional Information for Radio and Television Broadcast Stations;
- (8) In conformance with 47 U.S.C. Section 332(c)(7)(b)(4), reject an application, in whole or in part, based on perceived or alleged environmental effects of radio frequency emissions;
- (9) Impose any restrictions with respect to objects in navigable airspace that are greater than or in conflict with the restrictions imposed by the Federal Aviation Administration;
- (10) Prohibit the placement of emergency power systems that comply with federal and state environmental requirements;
- (11) Charge an application fee, consulting fee, or other fee associated with the submission, review, processing, and approval of an application that is not required for similar types of commercial development within the authority's jurisdiction. Fees imposed by an authority for or directly by a third-party entity providing review or technical consultation to the authority must be based on actual, direct, and reasonable administrative costs incurred for the review, processing, and approval of an application. Except when mutually agreeable to the applicant and the authority, total charges and fees shall not exceed five hundred dollars for a collocation application or one thousand five hundred dollars for an application for a new wireless support structure or for a substantial modification of a wireless support structure. Notwithstanding the foregoing, in no event shall an authority or any third-party entity include within its charges any travel expenses incurred in a third-party's review of an application and in no event shall an applicant be required to pay or reimburse an authority for consultation or other third-party fees based on a contingency or result-based arrangement;
- (12) Impose surety requirements, including bonds, escrow deposits, letters of credit, or any other type of financial surety, to ensure that abandoned or unused facilities can be removed unless the authority imposes similar requirements on other permits for other types of commercial development or land uses;
- (13) Condition the approval of an application on the applicant's agreement to provide space on or near the wireless support structure for authority or local governmental services at less than the market rate for space or to provide other services via the structure or facilities at less than the market rate for such services;
- (14) Limit the duration of the approval of an application;

(15) Discriminate or create a preference on the basis of the ownership, including ownership by the authority, of any property, structure, or tower when promulgating rules or procedures for siting wireless facilities or for evaluating applications;

(16) Impose any requirements or obligations regarding the presentation or appearance of facilities, including, but not limited to, those relating to the kind or type of materials used and those relating to arranging, screening, or landscaping of facilities if such regulations or obligations are unreasonable;

(17) Impose any requirements that an applicant purchase, subscribe to, use, or employ facilities, networks, or services owned, provided, or operated by an authority, in whole or in part, or by any entity in which an authority has a competitive, economic, financial, governance, or other interest;

(18) Condition the approval of an application on, or otherwise require, the applicant's agreement to indemnify or insure the authority in connection with the authority's exercise of its police power-based regulations; or

(19) Condition or require the approval of an application based on the applicant's agreement to permit any wireless facilities provided or operated, in whole or in part, by an authority or by any entity in which an authority has a competitive, economic, financial, governance, or other interest, to be placed at or collocated with the applicant's wireless support structure.

(L. 2013 H.B. 331, A.L. 2014 S.B. 650)

# Chapter 471. Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers

## Section 471.010. Definitions.

[Ord. No. 1681 §1, 11-4-1997]

As used in this Chapter, the following terms shall have the meanings indicated:

### **ALTERNATIVE COMMUNICATION TOWER STRUCTURE**

Manmade trees, clock towers, bell steeples, light poles and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers.

### **ANTENNA**

Any exterior apparatus designed for telephonic, radio, or television communications through the sending and/or receiving of electromagnetic waves.

### **APPLICANT**

The property owner and the telecommunication company.

### **FAA**

The Federal Aviation Administration.

### **FCC**

The Federal Communications Commission.

### **GOVERNING AUTHORITY**

The Planning Commission and the Board of Aldermen of the City of Parkville.

### **GUYED TOWERS**

Towers supported by guy wires.

### **HEIGHT**

(When referring to a tower or other structure), the distance measured from ground level to the highest point on the tower or other structure, even if said highest point is an antenna.

### **LATTICE TOWERS**

Self-supported three or four sided towers made of steel lattice, with no guy wires

### **MONOPOLE TOWER**

A communication tower consisting of a single pole, constructed without guy wires and ground anchors.

### **PRE-EXISTING TOWERS AND ANTENNAS**

The meaning set forth in Section **471.020(D)** of this Chapter.

### **TOWER**

Any structure that is designed or constructed primarily for the purpose of supporting one (1) or more antennas. This term includes radio and television transmission towers, microwave towers, common carrier towers, cellular telephone towers, alternative communication tower structures, support structures, and the like.

## Section 471.020. Applicability.

[Ord. No. 1681 §2, 11-4-1997]

- A. *District Height Limitations.* The requirements set forth in this Chapter shall govern the location of towers that exceed, and antennas that are installed at a height in excess of, the height limitations specified for each zoning district. The height limitations applicable to buildings and structures shall not apply to towers and antennas.
- B. *Amateur Radio — Receive-Only Antennas.* This Chapter shall not govern any tower, or the installation of any antenna, that is under seventy (70) feet in height and is owned and operated by a federally licensed amateur radio station operator or is used exclusively for receive only antennas.
- C. *City Rights-Of-Way.* All requirements herein for towers, antennas, and associated equipment and facilities shall equally apply to any application for antenna or tower placement within City rights-of-way.
- D. *Pre-Existing Towers And Antennas.* Any tower or antenna for which a permit has been properly issued prior to the effective date of this Chapter of the Municipal Code shall not be required to meet the requirements of this Chapter, other than the requirements of Section **471.020(F)** and Section **471.050**. Any such towers or antennas shall be referred to in this Chapter as "pre-existing towers" or "pre-existing antennas".
- E. *Building Codes — Safety Standards.* All requirements in Chapter **471** of the Code shall apply to the construction, modification and maintenance of each Tower and are reincorporated herein as building code requirements to the extent permitted by law. To ensure the structural integrity of towers, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable local buildings codes and the applicable standards for towers that are published by the Electronic Industries Association, as amended from time to time. Any structural modification or alteration to an existing tower or antenna will require a structural analysis by a licensed professional engineer in the State of Missouri as part of the application for the same, unless waived by the Community Development Director. If, upon inspection, the governing authority concludes that a tower fails to comply with such codes and standards and constitutes a danger to persons or property, then upon notice being provided to the owner of the tower, the owner shall have thirty (30) days to bring such tower into compliance with such standards. If the owner fails to bring such tower into compliance within said thirty (30) days, the City of Parkville may remove such tower at the owner's expense.
- F. *Other State and Federal Requirements.* All towers must comply with all applicable laws and meet 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.
- G. *Preemption.* Notwithstanding any ordinance to the contrary, the procedures set forth in this Chapter **471** shall be applicable to all Wireless Communications Facilities existing or installed, built or modified after the effective date of this Chapter to the fullest extent permitted by law. No provision of this Chapter shall apply to any circumstance in which such application shall be unlawful under superseding federal or state law and furthermore, if any section, subsection, sentence, clause, phrase, or portion of this Chapter is now or in the future superseded or preempted by state or federal law or found by a court of competent

jurisdiction to be unauthorized, such provision shall be automatically interpreted and applied as required by law.

## Section 471.030. Intent.

[Ord. No. 1681 §3, 11-4-1997]

- A. *Purpose — Goals.* The purpose of this Chapter is to establish general guidelines for the siting of towers and antennas. The goals of this Chapter are to:
1. Encourage the location of towers in non-residential areas throughout the community;
  2. Encourage users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on the community is minimal;
  3. Encourage users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers and antennas; and
  4. Enhance the ability of the providers of telecommunications services to provide such services to the community quickly, effectively, and efficiently.
- B. *Aesthetics — Lighting.* The guidelines set forth in this Section **471.030(B)** shall govern the location of all towers, and the installation of all antennas governed by this Chapter provided, however, that the Planning Commission may waive these requirements if it determines that the goals of this Chapter are better served thereby or if the requirements are not technically feasible as demonstrated by the applicant with substantial evidence.
1. Towers shall maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a light, neutral color so as to reduce visual obtrusiveness. A tower shall not dominate the skyline.
  2. At a tower site, the design of the buildings and related structures shall, to the extent possible, use materials, colors, textures, screening, and landscaping that will blend the tower facilities into the natural setting and built environment. Metal equipment buildings are prohibited.
  3. If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be 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.
  4. Lighting may or may not be required by the FAA. If lighting is required, the Planning Commission may review the available lighting alternatives and approve the design that would meet but not exceed any restrictions imposed by the FAA.
- C. *Safety.* All telecommunication towers and antennas shall be reasonably designed to reduce the potential damage to persons or property from falling equipment, ice or debris from wind, damage or structural failure.
- D. *Security.* All telecommunication towers and antennas shall be protected from unauthorized access by appropriate security measures. A description of proposed security measures shall be provided as part of any application to install, build, alter or modify telecommunication towers and antennas. Additional measures may be required as a condition of the issuance of a Building Permit as deemed necessary by the Community Development Director or by the City Council in the case of a conditional use permit.

## Section 471.040. Conditional Use Permits.

[Ord. No. 1681 §4, 11-4-1997]

- A. *General.* The following provisions shall govern the issuance of conditional use permits:
1. A conditional use permit shall be required for the construction of a new tower or the placement of an antenna in all zoning districts, or substantial modification to an existing telecommunication tower or antenna as defined by Missouri statutes. The applicant shall complete an application for conditional use permit, including all required details, supporting data, application fees and related expenses as adopted in Chapter **840** of the Parkville Municipal Code.
  2. In granting a conditional use permit, the Planning Commission shall hold a public hearing as provided in Chapter **483** and submit a recommendation to the Board of Aldermen within thirty (30) days following said hearing. The governing authority may impose conditions to the extent the governing authority concludes such conditions are necessary to minimize any adverse effect of the proposed tower on adjoining properties.
  3. Any information of an engineering nature that the applicant submits, whether civil, mechanical, or electrical, shall be certified by a licensed professional engineer in the State of Missouri.
- B. *Decision and Findings Required.* A decision by the governing authority shall be contemporaneously accompanied by substantial evidence supporting the decision, which shall be made a part of the written record of the meeting at which a final decision on the application is rendered. Evidence may be submitted with the application or thereafter, or presented during the public hearing by the Applicant or others.
- C. *Information Required.* Each applicant requesting a conditional use permit under this Chapter shall submit a scaled site plan and a scaled elevation view and other supporting drawings, calculations, and other documentation signed and sealed by appropriate licensed professionals showing the location and dimensions of all improvements, including information concerning topography, tower height requirements, setbacks, drives, parking, fencing, landscaping, adjacent uses, and other information deemed by the Planning Commission to be necessary to assure compliance with this Chapter. For applications for sites within City rights-of-way or on City-owned property, no application shall be submitted for permit approval without attaching the City's consent to use the right-of-way or property for the specific construction application. This consent should be in the form of an agreement with the City to place and/or maintain private improvements in City rights-of-way or on City-owned property.
- D. *Criteria Considered In Granting Conditional Use Permits.* The Planning Commission shall consider the following factors in determining whether to issue a conditional use permit, although the Planning Commission may waive or reduce the burden on the applicant of one (1) or more of these criteria if the Planning Commission concludes that the goals of this Chapter are better served thereby, or if the requirements are not technically feasible as demonstrated by the applicant with substantial evidence.
1. The maximum height of a tower shall not exceed one hundred eighty (180) feet above the existing ground level.
  2. Telecommunication facilities should be located and designed to minimize any adverse effect they may have on residential property values.
    - a. Colors and facility designs should be compatible with surrounding buildings and/or uses in the area or those likely to exist in the area and should restrain the facility from dominating the surrounding area.

- b. Location and design of sites in commercial or industrial zones should consider the impact of these sites on surrounding neighborhoods, particularly the visual impact within the zone district and beyond, in residential areas.
  - c. Fencing should not necessarily be used to screen a site, and security fencing should be colored or should be of a design which blends into the character of the existing environment.
  - d. Freestanding facilities should be located to avoid a dominant silhouette.
  - e. Strobe lights are prohibited at night unless required by the Federal Aviation Administration.
3. Towers and all related equipment and facilities should be architecturally compatible with surrounding buildings and land uses in the zone district or otherwise integrated, through location and design, to blend in with the existing characteristics of the site to the extent practical.
  4. At the time of the conditional use request, an evaluation of the visual impact should be taken into consideration if vegetation is to be removed.
  5. Innovative designs should be used whenever the screening potential of the site is low. For example, by constructing screening structures which are compatible with surrounding architecture, the visual impact of a site may be mitigated.
  6. *Roof and/or building mount facility.* Antennas on the rooftop or above a structure shall be screened, constructed and/or colored to match the structure to which they are attached. Antennas mounted on the side of a building or structure shall be painted to match the color of the building or structure or the background against which they are most commonly seen. Microwave antennas exceeding twelve (12) inches in diameter on a roof or building-mounted facility shall not exceed the height of the structure to which they are attached, unless fully enclosed. If an accessory equipment shelter is present, it must blend with the surrounding building(s) in architectural character and color. (All antennas and structures must comply with adopted building codes.)

The structure must be architecturally and visually (in color, bulk, size) compatible with surrounding existing buildings, structures, vegetation, and/or uses in the area or those likely to exist under the terms of the underlying zoning.

- E. *Setbacks And Separation.* Unless otherwise required by law, the following setbacks and separation requirements shall apply to all towers and antennas for which a conditional use permit is required, provided, however that the Planning Commission may reduce the standard setbacks and separation requirements if the applicant demonstrates by substantial evidence that the goals of this Chapter would be better served thereby.
1. Towers must be set back:
    - a. A distance equal to the twice the height of the tower (as measured from the furthest extension on the tower support structure) from any off-site residential structure; or
    - b. Five hundred (500) feet from any residential structure, whichever figure is greater. For towers less than fifty (50) feet in height, the minimum setback shall be two hundred (200) feet.
  2. Towers and accessory facilities must satisfy the minimum zoning district setback requirements. Minimum setbacks for microcell and repeaters are those required for any accessory building or structure within the zone district.

3. Minimum setbacks for freestanding monopole towers and minimum setback of towers and supports — when located within two hundred fifty (250) feet from any public rights-of-way, sidewalk or street, alley, parking area, playground, or building (except for parking and buildings dedicated solely for access to or maintenance of the tower support structure), and from any property line — shall be the tower height (as measured from the furthest extension on the tower support structure) or the minimum setback for any accessory building within the zone district, whichever is greater. Minimum setback of towers and supports — when not located within two hundred fifty (250) feet from any public rights-of-way, sidewalk or street, alley, parking area, playground, or building (except for parking and buildings dedicated solely for access to or maintenance of the tower support structure), and from any property line — shall be the standard setback for a building or structure within the zone district.
  4. In residential or business zones, towers over ninety (90) feet in height shall not be located within one-half ( $\frac{1}{2}$ ) of a mile from any existing tower that is over ninety (90) feet in height. In industrial zones, towers over ninety (90) feet in height shall not be located within one-quarter ( $\frac{1}{4}$ ) of a mile from any existing tower that is over ninety (90) feet in height.
  5. For applications for sites within City rights-of-way, the most restrictive adjacent underlying zoning district classification shall apply unless otherwise specifically zoned and designated on the official zoning map.
- F. *Security Fencing.* Towers shall be enclosed by security fencing not less than six (6) feet in height and shall also be equipped with an appropriate anti-climbing device; provided, however, that the governing authority may waive such requirements as it deems appropriate.
- G. *Landscaping.* The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required, provided, however, that the Planning Commission may waive such requirements if the goals of this Chapter would be better served thereby, or if not technically feasible as demonstrated by the applicant with substantial evidence.
1. Tower facilities shall be landscaped with a buffer of plant materials that effectively screen the view of the tower compound from adjacent residential property. The standard buffer shall consist of a landscaped strip, at least four (4) feet wide, outside the perimeter of the compound.
  2. Existing mature tree growth and natural land forms on the site shall be preserved to the maximum extent possible. In some cases such as towers sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.
- H. *Historic Preservation; 30-day hearing period.* A Conditional Use Permit shall not be issued for any telecommunication tower or antenna that the Governing Authority determines would create a significant negative visual impact or otherwise have a significant negative impact on the historical character and quality of any property within a Historic Preservation District or such District as a whole. For collocation of any certified historic structure as defined in Section 253.545 RSMo., in addition to all other applicable time requirements, there shall be a thirty (30) day time period before approval of an application during which one or more public hearings on collocation to a certified historic structure are held.

## Section 471.050. Abandonment.

[Ord. No. 1681 §7, 11-4-1997]

It shall be the duty of the facility owner to notify the City when the site is no longer to be used for telecommunication purposes. Telecommunication facilities, which are not in use for six (6) months for telecommunication purposes, shall be removed by the telecommunication facility owner. This removal shall occur within ninety (90) days of the end of such six (6) month period at the owner's expense. Upon removal, the site shall be re-planted to blend with the existing surrounding vegetation. A tower not removed as mandated above shall be deemed to be a dangerous building as defined in the Uniform Code for the Abatement of Dangerous Buildings, adopted as part of the Building Code in Chapter **500** of the Parkville Municipal Code, and shall be removed under the provisions of Chapters 7 through 9. Any applicant for a new tower shall place a bond or other security with the City prior to any final approval to ensure abandoned towers can be removed. The bond or security shall be in the form and amount approved by the Community Development Director based on the valuation of the tower at the time of construction and necessary amount required for a Demolition Permit. The amount of the bond shall be determined by the Director to satisfy the requirements hereof with regard to the specific tower to which it would apply based on the estimated total cost of removal of that tower.



Application #: PZ16-12  
 Date Submitted: July 1, 2016  
 Public Hearing: August 9, 2016  
 Date Approved: \_\_\_\_\_

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

**Application for Text Amendment  
(Zoning & Subdivision Regulations)**

**1. Applicant / Contact Information**

**Applicant(s)**

Name: City of Parkville  
 Address: 8880 Clark Ave  
 City, State: Parkville, MO  
 Phone: 816-741-7676 Fax: 816-741-0013  
 E-mail: slachky@parkvillemo.gov

**Primary Contact(s), if different from applicant**

Name: Lauren Palmer  
 Address: 8880 Clark Ave  
 City, State: Parkville, MO  
 Phone: 816-741-7676 Fax: 816-741-0013  
 E-mail: lpalmer@parkvillemo.gov

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 all text amendments are subject to statutory requirements and 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 shall constitute cause for fines, punishments and revocation of approvals as applicable.

**Applicant's Signature (Required)**  Date: 7-27-16

**2. Proposed Text Amendment**

The following information may be submitted on a separate sheet if necessary.

Amendment proposed to (Chapter, Section and Subsection number): Chapter 471  
 Section / Subsection Title: Regulations Governing The Installation and Operation of Telecommunication Antennas  
 Existing text: See Attached

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Proposed text: See Attached  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Reason for amendment: Recommended by special legal counsel services related to telecommunications and cell phone towers.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Generally, amendments are evaluated based on whether their benefit will likely outweigh any potential pitfalls, and their ability to implement community goals and objectives and improve the existing code. Describe below or on a separate sheet potential benefits and effects of the proposed amendment.

General benefits to property and residents in the City of Parkville (i.e. does the amendment make the code conform more closely with the City's Master Plan; improve public health, safety or general welfare; clarify or better implement the intent of the Code; or other): The proposed text amendment updates the City's telecommunications regulations to reflect legislation at the state level, including requirements of the "Uniform Wireless Communications Infrastructure Deployment Act" contained in Missouri Revised Statutes (RSMo), Chapter 67, Sections 67.5090 to 67.5103; as well as amendments deemed necessary by special legal counsel.

General effects to property and residents in the City of Parkville: Ensure the City's telecommunications regulations do not conflict with any state or federal requirements now or in the future.

Completed application, including all required details and supporting data.

N/A  Nonrefundable application fee of \$300.00. Applicant will be billed to recover costs for required publication and certified notice to adjacent property owners. N/A

Application accepted as complete by: Brady C. Brewster / CD Intern 07/25/2016  
Name/Title Date

N/A Application fee payment by  Check  M.O.  Cash Check/M.O. #: \_\_\_\_\_

Accepted by: Brady Brewster / Comm. Dev Intern 07/25/2016  
Name/Title Date

Hearing notice published in: The Landmark Date of publication: Wednesday, July 13, 2016  
Newspaper

Final reimbursable costs paid (if applicable). Date of Action: N/A

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: \_\_\_\_\_

**Public Hearing Notice:** The Planning and Zoning Commission of Parkville, MO will hold a public hearing on Tuesday, August 9, 2016 at 5:30 p.m. at Parkville City Hall, 8880 Clark Ave, Parkville, MO to consider a request to amend Parkville Municipal Code, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers. This hearing is open to the public and all interested parties are welcome to attend and address the Planning and Zoning Commission regarding the matter. A copy of supporting documents may be viewed online at <http://parkvillemo.gov/public-hearings/> or at Parkville City Hall during regular office hours.

## Staff Analysis

Agenda Item: 4.C

Proposal: Request for text amendment to Parkville Municipal Code, Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers.

Case No: PZ16-12

Applicant: City of Parkville

Exhibits:

- A. This staff report
- B. Application for Text Amendment (Zoning & Subdivision Regulations)
- C. Proposed text amendment
- D. Proposed removals to Chapter 471
- E. Proposed additions and modifications to Chapter 471
- F. RSMo, Section 67.5094.1
- G. Safety Fall Zone Information and Resources
- H. Public Hearing Notice
- I. Additional exhibits as may be presented at the public hearing

By Reference:

- A. Parkville Municipal Code, Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers - <http://www.ecode360.com/27902622>
- B. Missouri Revised Statutes (RSMo), Chapter 67, Sections 67.5090 to 67.5103 - <http://www.moga.mo.gov/mostatutes/stathtml/06700050901.html>

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### Overview

On July 5, 2013, Governor Jay Nixon of Missouri signed into law HB 331 – the “Uniform Wireless Communications Infrastructure Deployment Act” (the “Act”). The purpose of the Act is, “to encourage and streamline the deployment of broadband facilities and to help ensure that robust wireless communication services are available throughout Missouri.” Under the Act, when considering applications for the construction of wireless facilities, local authorities:

- Are prohibited from evaluating an application based on the availability of other potential locations for a facility (though they may still require applicants to state whether they’ve analyzed available collocation opportunities);
- Cannot dictate the type of technology used by an applicant to deploy its technology; and
- May not unreasonable dictate the appearance of wireless facilities, such as what types of materials are used or how the facility must be screened or landscaped (this leaves some discretion to the local authority so long as the requirements are “reasonable,” which is not further defined within the Act.).

On June 7, 2016, the City of Parkville received authorization by the Board of Aldermen to enter into a professional services agreement with Cunningham, Vogel & Rost, P.C. for special legal

counsel services related to telecommunications and cell phone towers (Ordinance No. 2848). Since that time, legal counsel by Cunningham, Vogel & Rost, P.C. has recommended the City update its telecommunications regulations to reflect legislation at the state level, specifically requirements of the Act contained in RSMo, Sections 67.5090 to 67.5103 (See Exhibit E).

The city's telecommunications regulations are contained within Parkville Municipal Code, Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers. The regulations in this chapter were adopted on November 4, 1997 (Ordinance No. 1681). Staff has reviewed provisions of the Act against Parkville's regulations, and drafted proposed text amendments to Chapter 471 to bring the city in compliance with Missouri's state requirements. Further, staff has consulted with Chris Brewster (Gould Evans) — who is currently conducting Parkville's Zoning Code and Subdivision Regulations Update project — regarding immediate organizational/structural modifications for the Chapter. Lastly, legal counsel by Cunningham, Vogel & Rost, P.C. has reviewed the proposed text amendment (Exhibit B). In summary, these proposed text amendment:

- Remove requirements of Chapter 471 conflicting with RSMo Section 67.5094.1: Prohibited acts by authority.
- Add preemption language to Chapter 471 stating that requirements shall not supersede any federal or state law now or in the future.
- Add that decisions and findings for a conditional use permit need to be based upon substantial evidence.
- Add minimum setback requirements for all zoning districts and city rights-of-way.
- Reorganize sections and language in Chapter 471 for organizational purposes.

#### **Staff Conclusion and Recommendation**

Staff recommends approval of the proposed text amendment to Parkville Municipal Code, Title IV, Chapter 471: Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers, as depicted in Exhibit B. Consideration of text amendment requires a public hearing. Required public hearing notices were published and no comments have been received as of the date of this staff analysis report. It should be noted that the recommendation contained in this report is made without knowledge of any facts and testimony which may be presented during the public hearing, and that the conclusions herein are subject to change as a result of any additional information that may be presented.

#### **Necessary Action**

Following consideration of the proposed text amendment, the factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission must recommend approval (with or without conditions) or denial of the text amendment, unless otherwise postponed. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

*End of Memorandum*

---

Stephen Lachky, AICP  
Community Development Director

7-29-16  
Date

Cc: Brady Brewster  
Community Development Intern

# Exhibit D – Proposed Removals

## Chapter 471. Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers

### Section 471.010. Definitions.

[Ord. No. 1681 §1, 11-4-1997]

As used in this Chapter, the following terms shall have the meanings indicated:

#### **ALTERNATIVE COMMUNICATION TOWER STRUCTURE**

Manmade trees, clock towers, bell steeples, light poles and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers.

#### **ANTENNA**

Any exterior apparatus designed for telephonic, radio, or television communications through the sending and/or receiving of electromagnetic waves.

#### **APPLICANT**

The property owner and the telecommunication company.

#### **FAA**

The Federal Aviation Administration.

#### **FCC**

The Federal Communications Commission.

#### **GOVERNING AUTHORITY**

The Planning Commission and the Board of Aldermen of the City of Parkville.

#### **GUYED TOWERS**

Towers supported by guy wires.

#### **HEIGHT**

(When referring to a tower or other structure), the distance measured from ground level to the highest point on the tower or other structure, even if said highest point is an antenna.

#### **LATTICE TOWERS**

Self-supported three or four sided towers made of steel lattice, with no guy wires

#### **MONOPOLE TOWER**

A communication tower consisting of a single pole, constructed without guy wires and ground anchors.

#### **PRE-EXISTING TOWERS AND ANTENNAS**

The meaning set forth in Section **471.020(C)** of this Chapter.

#### **TOWER**

Any structure that is designed and constructed primarily for the purpose of supporting one (1) or more antennas. This term includes radio and television transmission towers, microwave towers, common carrier towers, cellular telephone towers, alternative tower structures, and the like.

# Exhibit D – Proposed Removals

## Section 471.020. Applicability.

[Ord. No. 1681 §2, 11-4-1997]

- A. *District Height Limitations.* The requirements set forth in this Chapter shall govern the location of towers that exceed, and antennas that are installed at a height in excess of, the height limitations specified for each zoning district. The height limitations applicable to buildings and structures shall not apply to towers and antennas.
- B. *Amateur Radio — Receive-Only Antennas.* This Chapter shall not govern any tower, or the installation of any antenna, that is under seventy (70) feet in height and is owned and operated by a federally licensed amateur radio station operator or is used exclusively for receive only antennas.
- C. *Pre-Existing Towers And Antennas.* Any tower or antenna for which a permit has been properly issued prior to the effective date of this Chapter (November 4, 1997) of the Municipal Code shall not be required to meet the requirements of this Chapter, other than the requirements of Section **471.030(E)** and Section **471.060**. Any such towers or antennas shall be referred to in this Chapter as "pre-existing towers" or "pre-existing antennas".

~~D. *Destruction Of A Pre Existing Tower.* No pre-existing tower which has been damaged by any cause whatsoever to the extent of more than fifty percent (50%) of the fair market value of the facility, immediately prior to damage, shall be restored except in conformity with the regulations of this Title and all rights as a non-conforming use are terminated. If a tower is damaged by less than fifty percent (50%) of the fair market value, it may be repaired or reconstructed and used as before the time of damage, provided that such repairs or reconstruction be substantially completed within three (3) months of the date of such damage.~~

**Comment [SL1]:** Section **473.040** of our Zoning Code already contains non-conforming structure provisions.

## Section 471.030. **General Guidelines and Requirements.**

[Ord. No. 1681 §3, 11-4-1997]

- A. *Purpose — Goals.* The purpose of this Chapter is to establish general guidelines for the siting of towers and antennas. The goals of this Chapter are to:
  - 1. Encourage the location of towers in non-residential areas and **minimize the total number of towers** throughout the community;
  - ~~2. Encourage the joint use of new and existing tower sites;~~
  - 3. Encourage users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on the community is minimal;
  - 4. Encourage users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers and antennas; and
  - 5. Enhance the ability of the providers of telecommunications services to provide such services to the community quickly, effectively, and efficiently.

**Comment [SL2]:** Prohibited by §2 of (Mo. Rev. Stat. §67.5094.1). Local authorities are prohibited from evaluating an application based on the availability of other potential locations for a facility, although an authority may require an applicant to state whether it analyzed collocation opportunities within the same search area of a proposed structure.

~~B. *Types Of Towers.* All towers shall be self-supporting monopole or lattice towers. Alternative communication tower structures (as defined in Section 471.010) are encouraged.~~

**Comment [SL3]:** Prohibited by §3 of Mo. Rev. Stat. §67.5094.1. Local authorities are prohibited from determining the type of technology used by applicants to construct their structures or facilities.

- C. *Inventory Of Existing Sites.* Each applicant for an antenna and/or tower shall provide to the Planning Commission an inventory of its existing towers that are either within the jurisdiction of the City of Parkville or within five (5) miles of the border thereof, including specific information about the location, height, and design of each tower. The Planning Commission

## Exhibit D – Proposed Removals

may share such information with other applicants applying for administrative approvals or conditional use permits under this governing authority provided, however, that the Planning Commission is not, by sharing such information, in any way representing or warranting that such sites are available or suitable.

- D. *Aesthetics — Lighting.* The guidelines set forth in this Section **471.030(D)** shall govern the location of all towers, and the installation of all antennas governed by this Chapter provided, however, that the Planning Commission may waive these requirements if it determines that the goals of this Chapter are better served thereby.
1. Towers shall maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a light, neutral color so as to reduce visual obtrusiveness. A tower shall not dominate the skyline.
  2. At a tower site, the design of the buildings and related structures shall, to the extent possible, use materials, colors, textures, screening, and landscaping that will blend the tower facilities into the natural setting and built environment. Metal equipment buildings are prohibited.
  3. If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be 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.
  4. The City may or may not require lighting, even if not required by the FAA. If lighting is required, the Planning Commission may review the available lighting alternatives and approve the design that would ~~cause the least disturbance to the surrounding views.~~
- E. *Federal Requirements.* All towers must meet or ~~exceed~~ 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.
- F. *Building Codes — Safety Standards.* To ensure the structural integrity of towers, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable local buildings codes and the applicable standards for towers that are published by the Electronic Industries Association, as amended from time to time. If, upon inspection, the governing authority concludes that a tower fails to comply with such codes and standards and constitutes a danger to persons or property, then upon notice being provided to the owner of the tower, the owner shall have thirty (30) days to bring such tower into compliance with such standards. If the owner fails to bring such tower into compliance within said thirty (30) days, the City of Parkville may remove such tower at the owner's expense.

### Section 471.040. Conditional Use Permits.

[Ord. No. 1681 §4, 11-4-1997]

- A. *General.* The following provisions shall govern the issuance of conditional use permits:
1. A conditional use permit shall be required for the construction of a tower or the placement of an antenna in all zoning districts.
  2. In granting a conditional use permit, the governing authority may impose conditions to the extent the governing authority concludes such conditions are necessary to minimize any adverse effect of the proposed tower on adjoining properties. ~~The term of the conditional use permit may be limited.~~
  3. Any information of an engineering nature that the applicant submits, whether civil, mechanical, or electrical, shall be certified by a licensed professional engineer.

**Comment [SL4]:** §9 of RSMo 67.5094.1 prohibits any restrictions that are of greater intensity or in conflict with restrictions imposed by the FAA.

**Comment [SL5]:** Local authorities can no longer place duration requirements on development approvals. Since a CUP functions as an approval in the case of telecom towers, it doesn't look like this can be restricted per §14 of RSMo 401.01-101.

## Exhibit D – Proposed Removals

- B. *Information Required.* Each applicant requesting a conditional use permit under this Chapter shall submit a scaled site plan and a scaled elevation view and other supporting drawings, calculations, and other documentation signed and sealed by appropriate licensed professionals showing the location and dimensions of all improvements, including information concerning topography, radio frequency coverage, tower height requirements, setbacks, drives, parking, fencing, landscaping, adjacent uses, and other information deemed by the Planning Commission to be necessary to assure compliance with this Chapter.
- C. *Technical Review.* The telecommunication industry uses various methodologies and analysis tools, including geographically based computer software, to determine the specific technical parameters of a telecommunication facility, such as expected coverage area, antenna configuration, topographic constraints that affect signal paths, etc. In certain instances there may be a need for expert review by a third party of the technical data submitted by the telecommunication provider. The Planning Commission and/or Board of Aldermen may require such a technical review, to be paid for by the applicant, for the telecommunication facility. Selection of the third party expert shall be approved by the Board of Aldermen before the review is commenced.
- D. *Criteria Considered In Granting Conditional Use Permits.* The Planning Commission shall consider the following factors in determining whether to issue a conditional use permit, although the Planning Commission may waive or reduce the burden on the applicant of one (1) or more of these criteria if the Planning Commission concludes that the goals of this Chapter are better served thereby.
1. The maximum height of a tower shall not exceed one hundred eighty (180) feet above the existing ground level.
  2. Telecommunication facilities should be located and designed to minimize any adverse effect they may have on residential property values.
    - a. Colors and facility designs should be compatible with surrounding buildings and/or uses in the area or those likely to exist in the area and should restrain the facility from dominating the surrounding area.
    - b. Location and design of sites in commercial or industrial zones should consider the impact of these sites on surrounding neighborhoods, particularly the visual impact within the zone district and beyond, in residential areas.
    - c. Fencing should not necessarily be used to screen a site, and security fencing should be colored or should be of a design which blends into the character of the existing environment.
    - d. Freestanding facilities should be located to avoid a dominant silhouette.
    - e. Strobe lights are prohibited at night unless required by the Federal Aviation Administration.
  3. Facilities should be architecturally compatible with surrounding buildings and land uses in the zone district or otherwise integrated, through location and design, to blend in with the existing characteristics of the site to the extent practical.
  4. At the time of the conditional use request, an evaluation of the visual impact should be taken into consideration if vegetation is to be removed.
  5. Innovative designs should be used whenever the screening potential of the site is low. For example, by constructing screening structures which are compatible with surrounding architecture, the visual impact of a site may be mitigated.

**Comment [SL6]:** The Prohibited Acts §6 of RSMo 67.5094.1 states that regulations or procedures for radio frequency signal strength or the adequacy of service quality can't be established and enforced.

**Comment [SL7]:** §2 of RSMo 67.5094.1 prohibits evaluating an application based on the availability of other potential locations for a facility; or evaluating an application based on the quality of its service from a particular area or site.

## Exhibit D – Proposed Removals

6. *Roof and/or building mount facility.* Antennas on the rooftop or above a structure shall be screened, constructed and/or colored to match the structure to which they are attached. Antennas mounted on the side of a building or structure shall be painted to match the color of the building or structure or the background against which they are most commonly seen. Microwave antennas exceeding twelve (12) inches in diameter on a roof or building-mounted facility shall not exceed the height of the structure to which they are attached, unless fully enclosed. If an accessory equipment shelter is present, it must blend with the surrounding building(s) in architectural character and color. (All antennas and structures must comply with adopted building codes.)
7. Minimum setbacks for microcell and repeaters are those required for any accessory building or structure within the zone district.
8. Minimum setbacks for freestanding monopole towers and minimum setback of towers and supports when located within two hundred fifty (250) feet of any property zoned for residential land use shall be the tower height or the minimum setback for any accessory building within the zone district, whichever is greater. Minimum setback of towers when not located within two hundred fifty (250) feet of any property zoned for residential land use shall be the standard setback for a building or structure within the zone district.

The structure must be architecturally and visually (in color, bulk, size) compatible with surrounding existing buildings, structures, vegetation, and/or uses in the area or those likely to exist under the terms of the underlying zoning.

~~E. *Availability Of Suitable Existing Towers Or Other Structures.* No new tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the Planning Commission that no existing tower or structure can accommodate the applicant's proposed antenna. Evidence submitted to demonstrate that no existing tower or structure can accommodate the applicant's proposed antenna shall consist of the following:~~

- ~~1. No existing towers or structures are located within the geographic area required to meet applicant's engineering requirements.~~
- ~~2. Existing towers or structures are not of sufficient height to meet applicant's engineering requirements.~~
- ~~3. Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment.~~
- ~~4. Applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna.~~
- ~~5. The fees, costs, or contractual provisions required by the owner, in order to share an existing tower or structure or to adapt an existing tower or structure for sharing, are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.~~
- ~~6. Applicant demonstrates that there are other limiting factors that render existing towers and structures unsuitable.~~
- ~~7. For every tower in the inventory area designated in Section 471.030(C) which has not been ruled out by the provisions of items 1 – 6 above, the applicant shall provide a letter of refusal of co-location request, signed by the property owner or agent.~~

E. *Setbacks And Separation.* The following setbacks and separation requirements shall apply to all towers and antennas for which a conditional use permit is required, provided, however

**Comment [SL8]:** Prohibited Acts §2 of RSMo 67.5094.1 states local authorities cannot evaluate an application based on the availability of other potential locations for a facility, although an authority may require an applicant to state whether it analyzed available collocation opportunities within a specified search area.

## Exhibit D – Proposed Removals

that the Planning Commission may reduce the standard setbacks and separation requirements if the goals of this Chapter would be better served thereby.

1. Towers must be set back:
    - a. A distance equal to the twice the height of the tower from any off-site residential structure; or
    - b. Five hundred (500) feet from any residential structure, whichever figure is greater. For towers less than fifty (50) feet in height, the minimum setback shall be two hundred (200) feet.
  2. Towers and accessory facilities must satisfy the minimum zoning district setback requirements.
  3. In residential or business zones, towers over ninety (90) feet in height shall not be located within one-half ( $\frac{1}{2}$ ) of a mile from any existing tower that is over ninety (90) feet in height. In industrial zones, towers over ninety (90) feet in height shall not be located within one-quarter ( $\frac{1}{4}$ ) of a mile from any existing tower that is over ninety (90) feet in height.
- F. *Security Fencing.* Towers shall be enclosed by security fencing not less than six (6) feet in height and shall also be equipped with an appropriate anti-climbing device; provided, however, that the governing authority may waive such requirements as it deems appropriate. ~~This shall be required from first (1st) day of construction; however, throughout construction, fence may be of a temporary nature, sufficient to keep out unauthorized persons.~~
- G. *Landscaping.* The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required, provided, however, that the Planning Commission may waive such requirements if the goals of this Chapter would be better served thereby.
1. Tower facilities shall be landscaped with a buffer of plant materials that effectively screen the view of the tower compound from adjacent residential property. The standard buffer shall consist of a landscaped strip, at least four (4) feet wide, outside the perimeter of the compound.
  2. Existing mature tree growth and natural land forms on the site shall be preserved to the maximum extent possible. In some cases such as towers sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.

### ~~Section 471.050. Implementation Policies.~~

~~[Ord. No. 1681 §6, 11-4-1997]~~

~~*Community Notification.* Prior to and subsequent to site application submittal, the applicant shall offer to meet informally with community groups and interested individuals who reside within the vicinity (including adjacent landowners and registered homeowner associations) to explain the site development concept proposed in the application. The purpose of these meetings is to solicit suggestions from these groups about the applicant's proposed site design and impact mitigation measures. The industry needs to make a concerted effort to incorporate the community suggestions for impact mitigation generated by these meetings and report on their efforts in the hearings on the site application. The industry should be prepared to discuss technical and visual aspects of alternative sites as applicable at these informal meetings.~~

### Section 471.060. Abandonment.

[Ord. No. 1681 §7, 11-4-1997]

## Exhibit D – Proposed Removals

It shall be the duty of the facility owner to notify the City when the site is no longer to be used for telecommunication purposes. Telecommunication facilities, which are not in use for six (6) months for telecommunication purposes, shall be removed by the telecommunication facility owner. This removal shall occur within ninety (90) days of the end of such six (6) month period. Upon removal, the site shall be re-planted to blend with the existing surrounding vegetation. A tower not removed as mandated above shall be deemed to be a dangerous building as defined in the Uniform Code for the Abatement of Dangerous Buildings, adopted as part of the Building Code in Chapter **500** of the Parkville Municipal Code, and shall be removed under the provisions of Chapters 7 through 9.

# Exhibit E – Proposed Additions and Modifications

## Chapter 471. Regulations Governing The Installation and Operation of Telecommunication Antennas and Towers

### Section 471.010. Definitions.

[Ord. No. 1681 §1, 11-4-1997]

As used in this Chapter, the following terms shall have the meanings indicated:

#### **ALTERNATIVE COMMUNICATION TOWER STRUCTURE**

Manmade trees, clock towers, bell steeples, light poles and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers.

#### **ANTENNA**

Any exterior apparatus designed for telephonic, radio, or television communications through the sending and/or receiving of electromagnetic waves.

#### **APPLICANT**

The property owner and the telecommunication company.

#### **FAA**

The Federal Aviation Administration.

#### **FCC**

The Federal Communications Commission.

#### **GOVERNING AUTHORITY**

The Planning Commission and the Board of Aldermen of the City of Parkville.

#### **GUYED TOWERS**

Towers supported by guy wires.

#### **HEIGHT**

(When referring to a tower or other structure), the distance measured from ground level to the highest point on the tower or other structure, even if said highest point is an antenna.

#### **LATTICE TOWERS**

Self-supported three or four sided towers made of steel lattice, with no guy wires

#### **MONOPOLE TOWER**

A communication tower consisting of a single pole, constructed without guy wires and ground anchors.

#### **PRE-EXISTING TOWERS AND ANTENNAS**

The meaning set forth in Section **471.020(C)** of this Chapter.

#### **TOWER**

Any structure that is designed **or** constructed primarily for the purpose of supporting one (1) or more antennas. This term includes radio and television transmission towers, microwave

# Exhibit E – Proposed Additions and Modifications

towers, common carrier towers, cellular telephone towers, alternative communication tower structures, support structures, and the like.

## Section 471.020. Applicability.

[Ord. No. 1681 §2, 11-4-1997]

- A. *District Height Limitations.* The requirements set forth in this Chapter shall govern the location of towers that exceed, and antennas that are installed at a height in excess of, the height limitations specified for each zoning district. The height limitations applicable to buildings and structures shall not apply to towers and antennas.
- B. *Amateur Radio — Receive-Only Antennas.* This Chapter shall not govern any tower, or the installation of any antenna, that is under seventy (70) feet in height and is owned and operated by a federally licensed amateur radio station operator or is used exclusively for receive only antennas.
- C. *City Rights-Of-Way.* All requirements herein for towers, antennas, and associated equipment and facilities shall equally apply to any application for antenna or tower placement within City rights-of-way.
- D. *Pre-Existing Towers And Antennas.* Any tower or antenna for which a permit has been properly issued prior to the effective date of this Chapter (September 6, 2016) of the Municipal Code shall not be required to meet the requirements of this Chapter, other than the requirements of Section 471.030(E) and Section 471.060. Any such towers or antennas shall be referred to in this Chapter as "pre-existing towers" or "pre-existing antennas".
- E. *Building Codes — Safety Standards.* All requirements in Chapter 471 of the Code shall apply to the construction, modification and maintenance of each Tower and are reincorporated herein as building code requirements to the extent permitted by law. To ensure the structural integrity of towers, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable local buildings codes and the applicable standards for towers that are published by the Electronic Industries Association, as amended from time to time. Any structural modification or alteration to an existing tower or antenna will require a structural analysis by a licensed professional engineer as part of the application for the same, unless waived by the Community Development Director. If, upon inspection, the governing authority concludes that a tower fails to comply with such codes and standards and constitutes a danger to persons or property, then upon notice being provided to the owner of the tower, the owner shall have thirty (30) days to bring such tower into compliance with such standards. If the owner fails to bring such tower into compliance within said thirty (30) days, the City of Parkville may remove such tower at the owner's expense.
- F. *Other State and Federal Requirements.* All towers must comply with all applicable laws and meet 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.
- G. *Preemption.* Notwithstanding any ordinance to the contrary, the procedures set forth in this Chapter 471 shall be applicable to all Wireless Communications Facilities existing or installed, built or modified after the effective date of this Chapter to the fullest extent permitted by law. No provision of this Chapter shall apply to any circumstance in which such application shall be unlawful under superseding federal or state law and furthermore, if any section, subsection, sentence, clause, phrase, or portion of this Chapter is now or in the

# Exhibit E – Proposed Additions and Modifications

future superseded or preempted by state or federal law or found by a court of competent jurisdiction to be unauthorized, such provision shall be automatically interpreted and applied as required by law.

## Section 471.030. Intent.

[Ord. No. 1681 §3, 11-4-1997]

- A. *Purpose — Goals.* The purpose of this Chapter is to establish general guidelines for the siting of towers and antennas. The goals of this Chapter are to:
1. Encourage the location of towers in non-residential areas throughout the community;
  2. Encourage users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on the community is minimal;
  3. Encourage users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers and antennas; and
  4. Enhance the ability of the providers of telecommunications services to provide such services to the community quickly, effectively, and efficiently.
- B. *Aesthetics — Lighting.* The guidelines set forth in this Section **471.030(D)** shall govern the location of all towers, and the installation of all antennas governed by this Chapter provided, however, that the Planning Commission may waive these requirements if it determines that the goals of this Chapter are better served thereby or if the requirements are not technically feasible as demonstrated by the applicant with substantial evidence.
1. Towers shall maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a light, neutral color so as to reduce visual obtrusiveness. A tower shall not dominate the skyline.
  2. At a tower site, the design of the buildings and related structures shall, to the extent possible, use materials, colors, textures, screening, and landscaping that will blend the tower facilities into the natural setting and built environment. Metal equipment buildings are prohibited.
  3. If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be 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.
  4. Lighting may or may not be required by the FAA. If lighting is required, the Planning Commission may review the available lighting alternatives and approve the design that would meet but not exceed any restrictions imposed by the FAA.
- C. *Safety.* All telecommunication towers and antennas shall be reasonably designed to reduce the potential damage to persons or property from falling equipment, ice or debris from wind, damage or structural failure.
- D. *Security.* All telecommunication towers and antennas shall be protected from unauthorized access by appropriate security measures. A description of proposed security measures shall be provided as part of any application to install, build, alter or modify telecommunication towers and antennas. Additional measures may be required as a condition of the issuance of a Building Permit as deemed necessary by the Community Development Director or by the City Council in the case of a conditional use permit.

# Exhibit E – Proposed Additions and Modifications

## Section 471.040. Conditional Use Permits.

[Ord. No. 1681 §4, 11-4-1997]

- A. *General.* The following provisions shall govern the issuance of conditional use permits:
1. A conditional use permit shall be required for the construction of a new tower or the placement of an antenna in all zoning districts, or substantial modification to an existing telecommunication tower or antenna as defined by Missouri statutes. The applicant shall complete an application for conditional use permit, including all required details, supporting data, application fees and related expenses as adopted in Chapter 840 of the Parkville Municipal Code.
  2. In granting a conditional use permit, the Planning Commission shall hold a public hearing as provided in Chapter 483 and submit a recommendation to the Board of Aldermen within thirty (30) days following said hearing. The governing authority may impose conditions to the extent the governing authority concludes such conditions are necessary to minimize any adverse effect of the proposed tower on adjoining properties.
  3. Any information of an engineering nature that the applicant submits, whether civil, mechanical, or electrical, shall be certified by a licensed professional engineer.
- B. *Decision and Findings Required.* A decision by the governing authority shall be contemporaneously accompanied by substantial evidence supporting the decision, which shall be made a part of the written record of the meeting at which a final decision on the application is rendered. Evidence may be submitted with the application or thereafter, or presented during the public hearing by the Applicant or others.
- C. *Information Required.* Each applicant requesting a conditional use permit under this Chapter shall submit a scaled site plan and a scaled elevation view and other supporting drawings, calculations, and other documentation signed and sealed by appropriate licensed professionals showing the location and dimensions of all improvements, including information concerning topography, tower height requirements, setbacks, drives, parking, fencing, landscaping, adjacent uses, and other information deemed by the Planning Commission to be necessary to assure compliance with this Chapter. For applications for sites within City rights-of-way or on City-owned property, no application shall be submitted for permit approval without attaching the City's consent to use the right-of-way or property for the specific construction application. This consent should be in the form of an agreement with the City to place and/or maintain private improvements in City rights-of-way or on City-owned property.
- D. *Criteria Considered In Granting Conditional Use Permits.* The Planning Commission shall consider the following factors in determining whether to issue a conditional use permit, although the Planning Commission may waive or reduce the burden on the applicant of one (1) or more of these criteria if the Planning Commission concludes that the goals of this Chapter are better served thereby, or if the requirements are not technically feasible as demonstrated by the applicant with substantial evidence.
1. The maximum height of a tower shall not exceed one hundred eighty (180) feet above the existing ground level.
  2. Telecommunication facilities should be located and designed to minimize any adverse effect they may have on residential property values.

# Exhibit E – Proposed Additions and Modifications

- a. Colors and facility designs should be compatible with surrounding buildings and/or uses in the area or those likely to exist in the area and should restrain the facility from dominating the surrounding area.
  - b. Location and design of sites in commercial or industrial zones should consider the impact of these sites on surrounding neighborhoods, particularly the visual impact within the zone district and beyond, in residential areas.
  - c. Fencing should not necessarily be used to screen a site, and security fencing should be colored or should be of a design which blends into the character of the existing environment.
  - d. Freestanding facilities should be located to avoid a dominant silhouette.
  - e. Strobe lights are prohibited at night unless required by the Federal Aviation Administration.
3. **Towers and all related equipment and facilities** should be architecturally compatible with surrounding buildings and land uses in the zone district or otherwise integrated, through location and design, to blend in with the existing characteristics of the site to the extent practical.
  4. At the time of the conditional use request, an evaluation of the visual impact should be taken into consideration if vegetation is to be removed.
  5. Innovative designs should be used whenever the screening potential of the site is low. For example, by constructing screening structures which are compatible with surrounding architecture, the visual impact of a site may be mitigated.
  6. *Roof and/or building mount facility.* Antennas on the rooftop or above a structure shall be screened, constructed and/or colored to match the structure to which they are attached. Antennas mounted on the side of a building or structure shall be painted to match the color of the building or structure or the background against which they are most commonly seen. Microwave antennas exceeding twelve (12) inches in diameter on a roof or building-mounted facility shall not exceed the height of the structure to which they are attached, unless fully enclosed. If an accessory equipment shelter is present, it must blend with the surrounding building(s) in architectural character and color. (All antennas and structures must comply with adopted building codes.)

The structure must be architecturally and visually (in color, bulk, size) compatible with surrounding existing buildings, structures, vegetation, and/or uses in the area or those likely to exist under the terms of the underlying zoning.

- E. *Setbacks And Separation.* **Unless otherwise required by law**, the following setbacks and separation requirements shall apply to all towers and antennas for which a conditional use permit is required, provided, however that the Planning Commission may reduce the standard setbacks and separation requirements **if the applicant demonstrates by substantial evidence that** the goals of this Chapter would be better served thereby.
1. Towers must be set back:
    - a. A distance equal to the twice the height of the tower **(as measured from the furthest extension on the tower support structure)** from any off-site residential structure; or
    - b. Five hundred (500) feet from any residential structure, whichever figure is greater. For towers less than fifty (50) feet in height, the minimum setback shall be two hundred (200) feet.

# Exhibit E – Proposed Additions and Modifications

2. Towers and accessory facilities must satisfy the minimum zoning district setback requirements. Minimum setbacks for microcell and repeaters are those required for any accessory building or structure within the zone district.
  3. Minimum setbacks for freestanding monopole towers and minimum setback of towers and supports — when located within two hundred fifty (250) feet from any public rights-of-way, sidewalk or street, alley, parking area, playground, or building (except for parking and buildings dedicated solely for access to or maintenance of the tower support structure), and from any property line — shall be the tower height (as measured from the furthest extension on the tower support structure) or the minimum setback for any accessory building within the zone district, whichever is greater. Minimum setback of towers and supports — when not located within two hundred fifty (250) feet from any public rights-of-way, sidewalk or street, alley, parking area, playground, or building (except for parking and buildings dedicated solely for access to or maintenance of the tower support structure), and from any property line — shall be the standard setback for a building or structure within the zone district.
  4. In residential or business zones, towers over ninety (90) feet in height shall not be located within one-half ( $\frac{1}{2}$ ) of a mile from any existing tower that is over ninety (90) feet in height. In industrial zones, towers over ninety (90) feet in height shall not be located within one-quarter ( $\frac{1}{4}$ ) of a mile from any existing tower that is over ninety (90) feet in height.
  5. For applications for sites within City rights-of-way, the most restrictive adjacent underlying zoning district classification shall apply unless otherwise specifically zoned and designated on the official zoning map.
- F. *Security Fencing.* Towers shall be enclosed by security fencing not less than six (6) feet in height and shall also be equipped with an appropriate anti-climbing device; provided, however, that the governing authority may waive such requirements as it deems appropriate.
- G. *Landscaping.* The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required, provided, however, that the Planning Commission may waive such requirements if the goals of this Chapter would be better served thereby, or if not technically feasible as demonstrated by the applicant with substantial evidence.
1. Tower facilities shall be landscaped with a buffer of plant materials that effectively screen the view of the tower compound from adjacent residential property. The standard buffer shall consist of a landscaped strip, at least four (4) feet wide, outside the perimeter of the compound.
  2. Existing mature tree growth and natural land forms on the site shall be preserved to the maximum extent possible. In some cases such as towers sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.
- H. *Historic Preservation; 30-day hearing period.* A Conditional Use Permit shall not be issued for any telecommunication tower or antenna that the Governing Authority determines would create a significant negative visual impact or otherwise have a significant negative impact on the historical character and quality of any property within a Historic Preservation District or such District as a whole. For collocation of any certified historic structure as defined in

# Exhibit E – Proposed Additions and Modifications

Section 253.545 RSMo., in addition to all other applicable time requirements, there shall be a thirty (30) day time period before approval of an application during which one or more public hearings on collocation to a certified historic structure are held.

## Section 471.050. Abandonment.

[Ord. No. 1681 §7, 11-4-1997]

It shall be the duty of the facility owner to notify the City when the site is no longer to be used for telecommunication purposes. Telecommunication facilities, which are not in use for six (6) months for telecommunication purposes, shall be removed by the telecommunication facility owner. This removal shall occur within ninety (90) days of the end of such six (6) month period **at the owner's expense**. Upon removal, the site shall be re-planted to blend with the existing surrounding vegetation. A tower not removed as mandated above shall be deemed to be a dangerous building as defined in the Uniform Code for the Abatement of Dangerous Buildings, adopted as part of the Building Code in Chapter **500** of the Parkville Municipal Code, and shall be removed under the provisions of Chapters 7 through 9. **Any applicant for a new tower shall place a bond or other security with the City prior to any final approval to ensure abandoned towers can be removed. The bond or security shall be in the form and amount approved by the Community Development Director based on the valuation of the tower at the time of construction and necessary amount required for a Demolition Permit. The amount of the bond shall be determined by the Director to satisfy the requirements hereof with regard to the specific tower to which it would apply based on the estimated total cost of removal of that tower.**

# Exhibit G Why Do We Even Care About Regulating Telecom?

## 1. Public Safety

AT&T Box explodes



Telecommunication companies deny overloading utility poles



Falling ice from tower



Two Missouri workers killed in collapse of Kansas cellphone tower Mar 25, 2014



# Exhibit G Why Do We Even Care About Regulating Telecom?

## 1. Public Safety-Tower fires/collapses

Is this a *Real* Concern? -- “towers designed to collapse on themselves not fall over”

- **Truth:** Dozen+ collapses in last just 2 years  
2 incidents in Mo (collapse and school evacuation)
- Dozen+ tower fires over last decade
- 25 tower deaths just in last 2 years



Links/sources:

Pictures - <http://www.safeschoolspg.org/examples-of-cell-tower-fires--collapse--ice-strikes--and-theft.html>

Articles - <http://www.electronicssilent spring.com/primers/cell-towers-cell-phones/cell-tower-fires-collapsing/>  
<http://projects.propublica.org/graphics/cell-tower-accidents>

**CITY OF PARKVILLE**  
**Policy Report**

Date: Thursday, September 15, 2016

Prepared By:  
Melissa McChesney  
City Clerk

Reviewed By:  
Tim Blakeslee  
Assistant to the City Administrator

ISSUE:

Approve a resort liquor license for Swirl Wine Bar to be located at 5 Main Street.

BACKGROUND:

Per Parkville Municipal Code Chapter 600, all liquor license applications must be approved by the Board of Aldermen. On September 14, 2016, a liquor license application was submitted by Follow Your Dreams, LLC dba Swirl Wine Bar for a wine bar/eatery to be located at 5 Main Street in downtown Parkville. Per Parkville Municipal Code Section 600.070, Swirl Wine Bar qualifies for the resort liquor license with Sunday sales.

The City Clerk will provide an approval letter to the business which will be submitted to the Missouri Division of Alcohol and Tobacco Control for its Missouri liquor license. A copy of the City's approval letter will be on file in the City Clerk's Office.

BUDGET IMPACT:

The annual fee for this type of liquor license is \$450 and will be coded as revenue in the General Fund.

ALTERNATIVES:

1. Approve the resort liquor license for Swirl Wine Bar.
2. Deny the resort liquor license.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving a resort liquor license for Swirl Wine Bar to be located at 5 Main Street.

POLICY:

Parkville Municipal Code Section 600.140 states that only the Board of Aldermen may approve an application for a liquor license.

SUGGESTED MOTION:

I move to approve a resort liquor license for Swirl Wine Bar to be located at 5 Main Street.

ATTACHMENT:

1. Liquor License Application



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

APPLICATION TO SELL LIQUOR IN PARKVILLE, MISSOURI
(Parkville Municipal Code Chapter 600)

For period June 1, 2016 to May 31, 2017
Current year Next year

Date of Application: 9/14/16

SECTION 1.

- 1. Name of Business: Swirl Wine Bar
2. Type of Business: Wine Bar and Eatery
3. Street address where liquor is to be sold: 5 Main Street
4. Is this location within 300 feet of a church or school?: Yes No X
5. Mailing Address: 4501 Montebella Drive, Riverside, MO 64150
6. Phone No. of Business: 816-808-8470 Fax No. of Business:
7. Name of Managing Officer (principal applicant): Heather Redman
8. Name(s) of any partner(s) in this business (attach separate sheet if necessary):
9. Name(s) and residence address(es) of any other person(s) having financial interest in this business or partnership (attach separate sheet if necessary):
10. If corporation, give name of corporation, date of incorporation, state in which incorporated, and names and addresses of all stockholders who hold ten percent (10%) or more of the capital stock (attach separate sheet if necessary):
11. Name(s) and residence address(es) of any other person(s) having financial interest in the building to be used for liquor sales:

**SECTION 3. LICENSE FOR WHICH APPLICATION IS BEING MADE**

(Please choose the license for which application is being made.)

1.  **Microbrewer: \$375**  
*Based on annual production of at least 500 barrels, at a fee of \$7.50 per hundred barrels. If, at the end of the license year, the microbrewery has produced less than 500 barrels, the City shall refund \$7.50 for every hundred barrels under that number. A fraction of one hundred barrels produced shall be counted as one hundred barrels. It allows production of beer and malt liquor of no more than 10,000 barrels per year in Zones I-1, I-2 or I-3 only. Holder of this license must also have a resort liquor license (RSMo 311.195)*
2.  **Retailer of malt liquor in the original package: \$75**  
*Allows sale of malt liquor in original package for consumption off premises. LIMITED to drug stores, cigar/ tobacco stores, confectioneries, delicatessens, grocery or general merchandise stores with stock having at-cost value of at least \$1,000. (RSMo 311.200) Limit of one per every 2,000 residents.*
3.  **Retailer of malt liquor by the drink: \$52.50**  
*Allows sale of malt liquor/ light wine by drink for consumption on premises, sale of malt liquor/ light wine in original package for consumption off premises. (RSMo 311.200)*
4.  **Retailer of intoxicating liquor in original package: \$150**       **Sunday Sales: additional \$300**  
*Allows sale of intoxicating liquor, malt liquor in original package for consumption off premises. LIMITED to drug stores, cigar/ tobacco stores, confectioneries, delicatessens, grocery or general merchandise stores having at-cost value of at least \$1,000. (RSMo 311.200, 311.293). Limit two per every 1,000 residents.*
5.  **Resort license (RSMo 311.095): \$450**       **Sunday Sales: additional \$300**  
*Allows sale of intoxicating liquor by drink for consumption on premises of a "resort," sale of intoxicating liquor in original package for consumption off premises, sale of malt liquor by drink for consumption on premises, sale of malt liquor in original package for consumption off premises.*
  - 5a. **Temporary resort license: \$93.75 for 3 months/ Sunday sales: additional \$75 for 3 months**  
*Allows 3-month resort license, based on projection of sales. For all new restaurants.*
6.  **Malt liquor/ light wine sale-by-drink permit (no more than 7 days): \$37.50**  
*Allows sale of light wine and malt liquor for consumption off premises where sold between 10:00 a.m. and midnight (11:00 a.m. to midnight on Sundays) or requested date(s) of sale. LIMITED to church, school, civic, service, fraternal, veterans, political, or charitable club or organization for picnic, bazaar, fair, festival or similar gathering or event. (RSMo 311.482)*
7.  **Boat or Vessel, Intoxicating liquor by drink for consumption: \$450**  
*Authorizes sale of intoxicating liquor by the drink at retail for consumption on the premises of any boat or other vessel licensed by the United States Coast Guard to carry one hundred (100) or more passengers for hire on navigable waters in or adjacent to this State, which has a regular place or mooring in Parkville, Missouri. NOTE: Does not include riverboat gambling boats. (RSMo 311.090)*
8.  **Intoxicating liquor by drink for consumption on premises - including Sunday Sales: No fee**  
*Authorizes sale of liquor by drink at retail for consumption on premises. LIMITED to charitable, fraternal, religious, service or veterans' organization with 501(c) exemption. (RSMo 311.090)*
9.  **Wholesaler: \$375 RSMo 311.180 (9)**
10.  **Caterer: \$15 per day; requires separate caterer's permit.**
11.  **Tasting Permit: \$37.50**  
*Authorizes any winery, distiller, manufacturer, wholesaler or brewer or designated employee to provide distilled spirits, wine, or malt beverage samples off a licensed premises provided no sales transactions take place or on any temporary licensed retail premises. (RSMo 311.294)*
12.  **Retailer intoxicating liquor by the drink limited to distillers: \$375**  
*LIMITED to a distiller whose manufacturing establishment is located within the City and allows for the sale of intoxicating liquor by the drink at retail for consumption on the premises where sold provided the licensed premises is in close proximity to the distillery.*

APPLICATION TO SELL LIQUOR IN PARKVILLE

**SECTION 4. AFFIDAVIT OF PRINCIPAL APPLICANT**

I hereby affirm that I am and shall continue to be actively engaged for the period of the license for which application is made in the actual control and management of the premises for which liquor license is sought. I am at least 21 years of age. I am of good moral character. I am qualified to hold an alcoholic beverage license in the State of Missouri. I have never been convicted, since the ratification of the 21st Amendment of the Constitution of the United States, of a violation of the provisions of any law applicable to the manufacturer or sale of alcoholic beverages. I have never had a dealer's license revoked. I am a qualified legal voter and taxpaying citizen of the Missouri county, town, city or village of which I am a resident and will produce a tax receipt and Election Board certification to that effect upon request.

I affirm that I am not in arrears for any back taxes or license fees owned to the City of Parkville. I will not accept directly or indirectly any loans, equipment, money, credit or property of any kind, except ordinary commercial credit, as such term is defined in the Rules and Regulations of the Supervisor of Liquor Control of the State of Missouri.

I am prepared to offer all statements, books, records and papers which the City Clerk determines to be necessary to describe the true ownership and management of the business or in the respects necessary to determine my qualifications for this liquor license.

I affirm that the type of business to be conducted on the premises for which application is made is as shown on this application. If applying for license in category 3 or 5, I state that goods for sale at this location are valued at-cost in at least the amount of \$1,000, and at no time shall the at-cost value of goods offered for sale at this location be less than \$1,000 (exclusive of fixtures and alcoholic beverages.)

I affirm that no distiller, wholesaler, winemaker, brewer, or supplier of coin-operated, commercial manual or mechanical amusement devices, or any employee, officer or agent thereof has any financial interest in the retail business of this applicant for the sale of alcoholic beverages or C.O.L., and that I will not accept from any such persons equipment, money, credit or property of any kind, except ordinary commercial credit for liquor.

I understand that if I do not begin operation of the business at the address shown within 120 days, then my license fee is forfeited and the license issued to me shall be considered invalid, null and void, and no effect, and I may not reapply for a liquor license for a period of one year from the date invalidated license was issued. I understand that I am to file with the City Clerk a written report of any loan made to me of money or credit relating to the licensed business within fifteen days of such loan being made.

If any of the facts or information in the foregoing application change during the period for which license is issued, I shall file with the City Clerk a written report of such change(s) within ten days of such change(s).

SIGNATURE OF PRINCIPAL APPLICANT

 DATE: 1/16/16

**Attach:**

- Certificate of Occupancy (building permit required if currently undergoing construction or remodel)
- License application(s) from partner(s): Section 2 of this form
- Check for license fee (see page 3 for fees)
- Photo of exterior of premises to be used for liquor sales
- Supplemental information as requested

**CITY OF PARKVILLE**  
**Policy Report**

Date: Friday, September 16, 2016

Prepared By:  
Emily Crook  
Billing Clerk

Reviewed By:  
Tim Blakeslee  
Assistant to the City Administrator

ISSUE:

Approval of Accounts Payable Invoices, 1<sup>st</sup> of the Month Checks, Electronic Funds Transfer (EFT) Payments, Credit and Debit Card Processing Fees, and Payroll Expenditures from 09/03/2016 through 09/16/2016.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from September 03, 2016 through September 16, 2016. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of city funds.

BUDGET IMPACT:

Accounts Payable	\$156,331.71
Insurance Payments	\$0.00
1 <sup>st</sup> of the Month	\$2350.00
EFT Payments	\$906.30
Processing Fees	\$587.15
Payroll	\$105,290.93
<b>TOTAL</b>	<b>\$265,466.09</b>

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 \$265,466.09 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. 1<sup>st</sup> of the Month
3. EFT Payments
4. Processing Fees
5. Payroll
6. Carquest Purchases
7. Commerce Card Purchases
8. Lowes Purchases
9. Price Chopper Purchases

PACKET: 05754 Federal Withholdings - 9/2/16

VENDOR SET: 01

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
00044	Park Bank							
	I-T1 201609014166	Federal Withholding	D	9/02/2016		7,583.62CR	000019	
	I-T3 201609014166	FICA W/H	D	9/02/2016		8,790.20CR	000019	
	I-T4 201609014166	Medicare W/H	D	9/02/2016		2,055.74CR	000019	18,429.56

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

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	18,429.56	18,429.56
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	18,429.56	18,429.56

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05760 Regular Payments-09/06/2016

VENDOR SET: 01

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01097	Lippert Mechanical Service Corp I-SI2025804-2	Booking Room AC-PD	R	9/07/2016		403.30CR	035861	403.30
02154	Royal Papers Inc I-R770538	Janitorial Supplies-AD	R	9/07/2016		155.23CR	035862	155.23
01641	United States Post Master I-09/16-10/16	Postage for Sewer Bills-SW	R	9/07/2016		900.00CR	035863	900.00

PACKET: 05760 Regular Payments-09/06/2016

VENDOR SET: 01

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
02140	Commerce Bank - Commercial Cards							
	I-Stmt 08/018/2016	Stmt 08/18/2016	D	9/06/2016		5,130.84CR	000022	5,130.84

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

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	1,458.53	1,458.53
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	5,130.84	5,130.84
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	4	0.00	6,589.37	6,589.37

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05766 Federal Withholdings - 9/16/16

VENDOR SET: 01

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
00044	Park Bank							
	I-T1 201609164167	Federal Withholding	D	9/16/2016		7,988.04CR	000023	
	I-T3 201609164167	FICA W/H	D	9/16/2016		8,939.50CR	000023	
	I-T4 201609164167	Medicare W/H	D	9/16/2016		2,090.70CR	000023	19,018.24

\* \* 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	19,018.24	19,018.24
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	19,018.24	19,018.24

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05768 Regular Payments-09/16/2016

VENDOR SET: 01

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00006	Alamar Uniforms							
	I-005998834	Shadid Collar Brass-PD	R	9/21/2016		8.99CR	035864	
	I-517370	Spring Uniform-PD	R	9/21/2016		60.00CR	035864	
	I-521415	Hubbell Uniform-PD	R	9/21/2016		20.98CR	035864	
	I-521591	Parker Uniform-PD	R	9/21/2016		13.99CR	035864	103.96
00593	Alliance Water Resources,							
	I-7048	Contract Op Sept 2016-SW	R	9/21/2016		24,206.92CR	035865	24,206.92
02336	Alysen Abel							
	I-Exp Rpt 09/15/2016	Abel Exp Rpt-09/15/2016	R	9/21/2016		234.00CR	035866	234.00
02476	Amanda Trickey							
	I-8-4-2016	Event Refund-AD	R	9/21/2016		375.00CR	035867	375.00
02436	Bonnie Buckmaster							
	I-Exp Rpt 08/08/2016	Buckmaster Mileage-PW	R	9/21/2016		41.58CR	035868	41.58
00012	Carquest Auto Parts Store							
	I-08312016 Stmt	08/31/2016 Stmt	R	9/21/2016		724.05CR	035869	724.05
02463	Cunningham, Vogel, & Rost, P.C.							
	I-90290	Cell Tower Lease Renewal-AD	R	9/21/2016		3,285.83CR	035870	3,285.83
00977	Curious Eye Productions							
	I-064-016	August Broadcast Services-PI	R	9/21/2016		1,000.00CR	035871	1,000.00
00156	Dave's Foreign Car Repair LLC							
	I-134,746	V602 Exhaust Repair-PD	R	9/21/2016		125.00CR	035872	
	I-134,776	V603 Mount/Balance Tires-PD	R	9/21/2016		40.00CR	035872	165.00
01762	Eagle Elevator Corp.							
	I-0916072	Quarterly Elevator Mainten-AD	R	9/21/2016		110.00CR	035873	110.00
01421	Full Nelson Plumbing, Inc							
	I-14449	Toilet Repair-AD	R	9/21/2016		152.00CR	035874	152.00
02168	Gail Gene Derr							
	I-865972	Old PV Cemetary Mowing-AD	R	9/21/2016		460.00CR	035875	460.00
00496	Gunter Pest Management, Inc.							
	I-122707	Pest Control-AD	R	9/21/2016		50.00CR	035876	50.00

PACKET: 05768 Regular Payments-09/16/2016

VENDOR SET: 01

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02312	Janice Davis I-090816	Admin Prof Serv-PW	R	9/21/2016		68.25CR	035877	68.25
01896	KC Wireless Inc I-48664	New Equipment Install-CIP	R	9/21/2016		1,754.90CR	035878	1,754.90
02335	KCMO City Treasurer I-2Q 2016	2Q KC Earnings Tax-AD	R	9/21/2016		2,187.84CR	035879	2,187.84
01614	KCPL I-Due 09/20/2016	Electricity Due 09/20/2016	R	9/21/2016		20,041.84CR	035880	20,041.84
01888	Kevin Chrisman I-Exp Rpt 09/07/2016	Exp Rpt 09/07/2016	R	9/21/2016		28.75CR	035881	28.75
00942	McKeever's Price Chopper I-Stmt 09/01/2016	Stmt 09/01/2016	R	9/21/2016		177.51CR	035882	177.51
00159	Missouri American Water I-4000101052	Delinquent Dis/Reconnects-SW	R	9/21/2016		85.50CR	035883	85.50
01483	Missouri Department of Revenue I-51289	Aug 2016 Sales Tax Report-AD	R	9/21/2016		35.00CR	035884	35.00
01163	North Hills Engineering, Inc I-1608	Aug 2016 Engineer Serv-SW	R	9/21/2016		6,562.50CR	035885	6,562.50
02357	Occupational Medicine I-24913	Mosaic Life Care Pre-Employ Drug Screens-CD/PD	R	9/21/2016		108.00CR	035886	108.00
00103	Pitney Bowes, Inc. I-1001814766	Postage Machine Rental-AD	R	9/21/2016		210.00CR	035887	210.00
00314	Pitney Bowes-Purchase I-Aug 2016	Power Postage-AD/PD/CT/PW/CD/NS/SW	R	9/21/2016		400.00CR	035888	400.00
00218	Platte County Sheriff's D I-8BB-PCDC-2016-63	Prisoner Boarding-CT	R	9/21/2016		315.00CR	035889	
	I-MB-PCDC-2016-29	Prisoner Medical Bill-CT	R	9/21/2016		21.09CR	035889	336.09
00107	Platte Rental & Supply I-w3095-1	Chainsaw Servicing-NS	R	9/21/2016		71.99CR	035890	71.99

PACKET: 05768 Regular Payments-09/16/2016

VENDOR SET: 01

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01390	Riss Lake Homes Association I-Sept 2016	Sept 2016 GP Transfer-SW	R	9/21/2016		25,214.98CR	035891	25,214.98
01496	Sid-Boedeker I-324-T1000339	Safety Boots-ST	R	9/21/2016		120.00CR	035892	
	I-324-T1000340	Steel-Toe Safety Boots-PK	R	9/21/2016		115.99CR	035892	
	I-324-T1000342	Safety Boots-ST	R	9/21/2016		120.00CR	035892	
	I-324-T1000343	Steel-Toe Safety Boots-PW	R	9/21/2016		120.00CR	035892	
	I-324-T100341	Steel-Toe Safety Boots-PK	R	9/21/2016		111.99CR	035892	587.98
00838	The Work Zone, Inc. I-42873	Posts/Bases-TP	R	9/21/2016		268.00CR	035893	
	I-43135	Street/Parking Signs-TP	R	9/21/2016		165.00CR	035893	
	I-43284	Marker-TP	R	9/21/2016		120.00CR	035893	
	I-43323	Reflective Gloves-ST	R	9/21/2016		166.80CR	035893	
	I-43324	Traffic Cones/Posts-TP	R	9/21/2016		238.50CR	035893	958.30
02317	UMB Bank, N.A. I-143988	HSA Fees-AD/ST/PD	R	9/21/2016		22.50CR	035894	22.50
01083	UMB Bank, N.A. I-09/25/2016	2004C Bond Payment-SW	R	9/21/2016		14,745.33CR	035895	14,745.33
02409	UniFirst Corporation I-2260448169	Mat Cleaning/Rental-AD	R	9/21/2016		54.40CR	035896	
	I-2260449838	Mat Cleaning/Rental-AD	R	9/21/2016		54.40CR	035896	108.80
02438	Vireo I-p15126-4	PMP Operations Analysis-CIP	R	9/21/2016		4,000.00CR	035897	4,000.00

PACKET: 05768 Regular Payments-09/16/2016

VENDOR SET: 01

\*\*\* DRAFT/OTHER LISTING \*\*\*

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	ITEM TYPE	ITEM DATE	DISCOUNT	AMOUNT	ITEM NO#	ITEM AMOUNT
01850	Fleet Services - General Account I-08/31/2016 Stmt	Fuel-SW/CD/ST/PK	D	9/20/2016		1,411.27CR	000024	1,411.27
01614	KCPL I-Due 09/16/2016	Electricity Due 09/16/2016	D	9/20/2016		138.37CR	000025	138.37
01849	Fleet Services - Police I-46717018	Fuel-PD	D	9/20/2016		1,861.48CR	000026	1,861.48
02057	Lowe's Accounts Receivable I-09/02/2016 Stmt	09/02/2016 Stmt	D	9/20/2016		152.86CR	000027	152.86

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		34	0.00	108,614.40	108,614.40
HANDWRITTEN CHECKS:		0	0.00	0.00	0.00
PRE-WRITE CHECKS:		0	0.00	0.00	0.00
DRAFTS:		4	0.00	3,563.98	3,563.98
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:		38	0.00	112,178.38	112,178.38

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05769 Regular Payments-09/02/2016

VENDOR SET: 01

\*\*\*\* CHECK LISTING \*\*\*\*

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00159	Missouri American Water							
	I-Due 09/26/2016	Water Due 09/26/2016	R	9/21/2016		116.16CR	035898	116.16

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		1	0.00	116.16	116.16
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	116.16	116.16

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05770 Regular Payments-Oct 1st of Mo  
 VENDOR SET: 01 \*\*\*\*\* CHECK LISTING \*\*\*\*\*  
 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-102016-Animal Co	Animal Control-AD	R	9/21/2016		500.00CR	035899	500.00
00577	Sarah E Recker, Law Offic I-102016-Pub Defen	Public Defender	R	9/21/2016		600.00CR	035900	600.00
01407	Witt, Hicklin & Snider PC I-102016-Prosecuto	City Proccescutor-CT	R	9/21/2016		1,250.00CR	035901	1,250.00

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		3	0.00	2,350.00	2,350.00
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	2,350.00	2,350.00

PACKET: 05569 Direct Payables EFT-09/16

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
01-02201	ICMA Retirement Coproration					
I-102016-Retiremen	10/01/2016	Lauren Palmer Retirement	554.00			
	AP	EFT DISC: 10/01/2016		1099: N		
		Lauren Palmer Retirement		10 501.01-22-00	Retirement	554.00
I-ICM201609014166	9/02/2016	457 DEF COMP	166.15			
	AP	EFT DISC: 9/02/2016		1099: N		
		457 DEF COMP		10 501.01-22-00	Retirement	166.15
I-ICM201609164167	9/16/2016	457 DEF COMP	166.15			
	AP	EFT DISC: 9/16/2016		1099: N		
		457 DEF COMP		10 501.01-22-00	Retirement	166.15
		=== VENDOR TOTALS ===	886.30			
01-02396	Melissa McChesney*					
I-102016-Allowance	10/01/2016	Cell Phone Allowance	10.00			
	AP	EFT DISC: 10/01/2016		1099: N		
		Cell Phone Allowance		10 501.03-05-00	Mobile Phones &	10.00
		=== VENDOR TOTALS ===	10.00			
01-01729	Toni Rizutti*					
I-102016-Reimburse	10/01/2016	Cell Phone Reimbursement	10.00			
	AP	EFT DISC: 10/01/2016		1099: N		
		Cell Phone Reimbursement		10 510.03-05-00	Mobile Phone &	10.00
		=== VENDOR TOTALS ===	10.00			
		=== PACKET TOTALS ===	906.30			

Accounts:	1	Sewer	Total
Monthly Fees:	\$175.32	\$387.18	\$587.15
\$ Collected on CC:	\$3,842.85	\$11,610.93	\$14,902.89

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00012	Carquest Auto Parts Store							
	I-08312016 Stmt		08/31/2016 Stmt					
		R	9/21/2016			035869		
10	525.06-21-01		Equipment Repair & Maintenance	45.16				
40	520.06-21-00		Vehicle & Equipment Maintenance	162.05				
40	520.06-21-00		Vehicle & Equipment Maintenance	20.18				
10	525.06-22-01		Equipment Gas & Oil	13.77				
10	525.06-21-00		Vehicle Repair & Maintenance	25.43				
10	525.06-22-01		Equipment Gas & Oil	19.77				
10	505.06-21-00		Vehicle Repair & Maintenance	101.83				
10	525.06-21-02		Tractor Mowing Equipment	113.89				
40	520.06-22-00		Vehicle & Equipment Gas & Oil	101.38				
10	525.06-21-01		Equipment Repair & Maintenance	120.59				724.05

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		1	724.05	0.00	724.05
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	

TOTAL ERRORS: 0

\*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
10 505.06-21-00	Vehicle Repair & Maintenance	101.83
10 525.06-21-00	Vehicle Repair & Maintenance	25.43
10 525.06-21-01	Equipment Repair & Maintenance	165.75
10 525.06-21-02	Tractor Mowing Equipment	113.89
10 525.06-22-01	Equipment Gas & Oil	33.54
	*** FUND TOTAL ***	440.44
40 520.06-21-00	Vehicle & Equipment Maintenance	182.23
40 520.06-22-00	Vehicle & Equipment Gas & Oil	101.38
	*** FUND TOTAL ***	283.61

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	724.05	0.00	724.05
BANK: AP	TOTALS:		1	724.05	0.00	724.05
REPORT TOTALS:			1	724.05	0.00	724.05

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02140	Commerce Bank - Commercial Car							
I-Stmt 08/018/2016	Stmt 08/18/2016	D	9/06/2016			000022		
10	501.09-21-00 Misc-Other		Finance Charge Waive	29.00CR				
10	501.09-21-00 Misc-Other		Late Payment Penalty	165.25CR				
84	505.09-21-00 Shop with Cop Expenditures		PPCAF PHSD Back-to-S	696.95				
10	505.05-99-00 Other Purchases		AED Battery/Pads-PD	364.00				
10	505.05-01-00 Office Supplies & Consumables		Printer Cartridge/Cl	104.07				
10	501.01-41-02 Professional Dev - Staff		Palmer North Joint L	25.00				
10	501.01-41-03 Professional Dev - Board		Mayor North Joint Lu	25.00				
10	501.06-01-00 Building Maint & Repair		Light Bulbs-AD	27.98				
10	501.09-21-00 Misc-Other		MML Fee Finan Analys	45.00				
10	501.01-41-02 Professional Dev - Staff		Chapman Train Reward	199.00				
10	518.09-21-00 Miscellaneous		Knight/Hare Backgrou	25.25				
10	525.06-21-02 Tractor Mowing Equipment		Fasteners-PK	19.02				
10	525.05-21-00 Equipment & Handtools		Paint-PK	15.99				
10	525.05-21-00 Equipment & Handtools		Caliper & Bolts-PK	30.65				
10	520.05-21-00 Handtools		Office Phone Battery	19.99				
10	515.05-02-00 Postage		Postage-PW	3.78				
10	515.05-02-00 Postage		Postage-PW	1.78				
10	501.09-20-07 Meeting Supplies		Wireless Projector R	49.25				
10	501.09-20-02 Exec Session Meeting Supplies		Finance Board Drinks	99.54				
10	518.01-41-00 Membership Fees & Dues		Lachky APA Ann Mem D	405.00				
10	518.01-41-00 Membership Fees & Dues		Hare MACE Member Due	35.00				
10	518.01-41-02 Professional Development		Hare MACE Conference	250.00				
10	515.01-41-02 Professional Development		Abel APWA Chapter Di	50.00				
10	515.05-01-00 Office Supplies & Consumables		Sloniker Picture/Fra	9.09				
30	501.03-06-00 Wi-Fi		Sprint Hot Spot Batt	29.45				
30	501.05-02-00 Postage		Express Mail Postage	7.35				
10	515.01-41-02 Professional Development		Abel Inspiring Break	20.00				
30	501.05-06-00 Delinquencies		Delinquent Letter Po	1.35				
30	501.05-06-00 Delinquencies		Delinquent Letter Po	3.77				
30	501.05-06-00 Delinquencies		Delinquent Letter Po	215.39				
30	501.05-06-00 Delinquencies		Delinquent Letter Po	5.12				
10	518.05-01-00 Office Supplies & Consumables		Folder Classificatio	65.38				
10	501.05-01-00 Office Supplies & Consumables		Planner-AD	12.59				
10	501.05-01-00 Office Supplies & Consumables		Folders/Tape/Note Pa	194.22				
10	520.05-01-00 Office Supplies & Consumables		Ink Cartridge-ST	36.59				
10	501.05-01-00 Office Supplies & Consumables		Markers-AD	35.78				
10	525.03-05-00 Mobile Phones & Pagers		Sprint Phones-PK	82.37				
10	518.03-05-00 Mobile Phones & Pagers		Sprint Phones-CD	132.08				
10	515.03-05-00 Mobile Phones & Pagers		Sprint Phones-PW	20.59				
10	520.03-05-00 Mobile Phones & Pagers		Sprint Phones-ST	189.59				
10	505.03-05-00 Mobile Phone & Pagers		Sprint Phones-PD	231.67				
30	501.03-06-00 Wi-Fi		Hotspot-SW	39.99				
10	520.06-01-00 Building Maint & Repair		ATT Uverse-ST	50.00				
10	501.03-01-00 Telephone & Voicemail		Consolidated Comm Ph	497.59				
10	525.03-04-00 Water		Water-PK	44.49				
10	520.06-01-00 Building Maint & Repair		ATT Phone-PD	60.14				

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02140	Commerce Bank - CommerCONT							
I-Stmt 08/018/2016	Stmt 08/18/2016	D	9/06/2016			000022		
10	525.03-01-00 Telephone & Voicemail	ATT Phone-PK		141.04				
10	520.03-01-00 Telephone & Voicemail	ATT Phone-ST		70.68				
30	501.03-01-00 Telephone & Voicemail	ATT Phone-SW		122.86				
30	501.09-21-00 Miscellaneous	Google Sewer Account		5.00				
10	501.03-08-00 Cable	Time Warner Cable-AD		174.77				
10	518.05-01-00 Office Supplies & Consumables	Planner-CD		26.99				
10	501.05-01-00 Office Supplies & Consumables	Office Supplies-AD		42.98				
10	520.03-04-00 Water	Water-ST		74.31				
10	520.03-04-00 Water	Water-ST		45.43				
10	515.05-01-00 Office Supplies & Consumables	Folder Classificatio		62.58				
10	501.05-01-00 Office Supplies & Consumables	Manilla Folders-AD		3.90				
10	518.05-01-00 Office Supplies & Consumables	Manilla Folders-CD		3.89				
10	535.09-21-00 Miscellaneous	Web Host Credit-NS		98.87CR				
10	535.05-41-00 Materials	Tree/Soil Amendments		172.69				5,130.84

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	5,130.84	0.00	5,130.84
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

\*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
10 501.01-41-02	Professional Dev - Staff	224.00
10 501.01-41-03	Professional Dev - Board	25.00
10 501.03-01-00	Telephone & Voicemail	497.59
10 501.03-08-00	Cable	174.77
10 501.05-01-00	Office Supplies & Consumables	289.47
10 501.06-01-00	Building Maint & Repair	27.98
10 501.09-20-02	Exec Session Meeting Supplies	99.54
10 501.09-20-07	Meeting Supplies	49.25
10 501.09-21-00	Misc-Other	149.25CR
10 505.03-05-00	Mobile Phone & Pagers	231.67
10 505.05-01-00	Office Supplies & Consumables	104.07
10 505.05-99-00	Other Purchases	364.00

\*\* G/L ACCOUNT TOTALS \*\*

G/L ACCOUNT	NAME	AMOUNT
10 515.01-41-02	Professional Development	70.00
10 515.03-05-00	Mobile Phones & Pagers	20.59
10 515.05-01-00	Office Supplies & Consumables	71.67
10 515.05-02-00	Postage	5.56
10 518.01-41-00	Membership Fees & Dues	440.00
10 518.01-41-02	Professional Development	250.00
10 518.03-05-00	Mobile Phones & Pagers	132.08
10 518.05-01-00	Office Supplies & Consumables	96.26
10 518.09-21-00	Miscellaneous	25.25
10 520.03-01-00	Telephone & Voicemail	70.68
10 520.03-04-00	Water	119.74
10 520.03-05-00	Mobile Phones & Pagers	189.59
10 520.05-01-00	Office Supplies & Consumables	36.59
10 520.05-21-00	Handtools	19.99
10 520.06-01-00	Building Maint & Repair	110.14
10 525.03-01-00	Telephone & Voicemail	141.04
10 525.03-04-00	Water	44.49
10 525.03-05-00	Mobile Phones & Pagers	82.37
10 525.05-21-00	Equipment & Handtools	46.64
10 525.06-21-02	Tractor Mowing Equipment	19.02
10 535.05-41-00	Materials	172.69
10 535.09-21-00	Miscellaneous	98.87CR
	*** FUND TOTAL ***	4,003.61
30 501.03-01-00	Telephone & Voicemail	122.86
30 501.03-06-00	Wi-Fi	69.44
30 501.05-02-00	Postage	7.35
30 501.05-06-00	Delinquencies	225.63
30 501.09-21-00	Miscellaneous	5.00
	*** FUND TOTAL ***	430.28
04 505.09-21-00	Shop with Cop Expenditures	696.95
	*** FUND TOTAL ***	696.95

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	5,130.84	0.00	5,130.84
BANK: AP	TOTALS:		1	5,130.84	0.00	5,130.84
REPORT TOTALS:			1	5,130.84	0.00	5,130.84

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02057	Lowe's Accounts Receivable							
I-09/02/2016 Stmt	09/02/2016 Stmt	D	9/20/2016			000027		
10 525.05-21-00	Equipment & Handtools		Hardware/Air Tank/Pu	136.68				
10 535.05-41-00	Materials		Caution Tape/Flaggin	16.18				152.86

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		0	0.00	0.00	0.00
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		1	152.86	0.00	152.86
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
10 525.05-21-00	Equipment & Handtools	136.68
10 535.05-41-00	Materials	16.18
	*** FUND TOTAL ***	152.86

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	152.86	0.00	152.86
BANK: AP	TOTALS:		1	152.86	0.00	152.86
REPORT TOTALS:			1	152.86	0.00	152.86

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00942	McKeever's Price Chopper							
	I-Stmt 09/01/2016		9/21/2016			035882		
	10 505.05-01-00	Office Supplies & Consumables	Batteries-PD	6.39				
	10 501.09-20-02	Exec Session Meeting Supplies	BOA Meeting Food-AD	18.98				
	10 520.05-21-00	Handtools	Ice/Gatorade-ST	49.66				
	10 525.05-41-01	Restroom Supplies	Restroom Supplies-PK	24.36				
	10 525.05-99-00	Other Purchases	Gatorade-PK	24.76				
	10 20070	Vol. Employee Fund W/H	August Staff Recogni	3.78				
	10 520.05-21-00	Handtools	Ice/Gatorade-ST	47.58				
	10 501.06-02-00	Janitorial Services/Supplies	Hand Soap-AD	2.00				177.51

NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
** T O T A L S **			
REGULAR CHECKS: 1	177.51	0.00	177.51
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 20070	Vol. Employee Fund W/H	3.78
10 501.06-02-00	Janitorial Services/Supplies	2.00
10 501.09-20-02	Exec Session Meeting Supplies	18.98
10 505.05-01-00	Office Supplies & Consumables	6.39
10 520.05-21-00	Handtools	97.24
10 525.05-41-01	Restroom Supplies	24.36
10 525.05-99-00	Other Purchases	24.76
	*** FUND TOTAL ***	177.51

NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: AP TOTALS: 1	177.51	0.00	177.51
BANK: AP TOTALS: 1	177.51	0.00	177.51
REPORT TOTALS: 1	177.51	0.00	177.51

## **CITY OF PARKVILLE**

### **Policy Report**

Date: Monday, September 12, 2016

Prepared By:  
Lauren Palmer  
City Administrator

Reviewed By:  
Tim Blakeslee  
Assistant to the City Administrator

ISSUE:

Approve the first reading of an ordinance to approve a professional services agreement with Spencer Fane, LLP for special legal counsel services on behalf of Platte County customers related to the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company.

BACKGROUND:

Missouri-American Water Company (MAWC) is an investor-owned sewer and water utility that is regulated by the Missouri Public Service Commission (PSC). On July 31, 2015, MAWC filed water and sewer rate cases with the Missouri Public Service Commission (PSC) to consolidate rates in Platte County with other districts including Brunswick and St. Joseph.

The City of Riverside engaged Joe Bednar of the Spencer Fane law firm to file a rate case intervention with the Public Service Commission on behalf of the Platte County water district. Mr. Bednar offices in Jefferson City and has extensive experience with the Public Service Commission, state government, and private utilities. On April 11, 2016, the Finance Committee approved a payment of \$10,000 to Riverside to help offset the legal expenses to represent Parkville customers within the Platte County water district. The joint effort was successful; in late May the PSC announced a new consolidated rate structure that resulted in an average decrease of 30 percent for Platte County water customers, including 2,000 residences in Parkville.

The consolidated rate structure was opposed by the Office of the Public Counsel, the state agency assigned to represent the public and interests of utility customers in proceedings before the Missouri Public Service Commission. The Office of the Public Counsel appealed the PSC determination to the Missouri Court of Appeals – Western District, advocating preservation of the district-level rates. This issue is particularly important for Platte County since MAWC plans to construct a new water treatment plant in Parkville in 2017. If consolidated rates are not approved, water rates in Platte County are estimated to jump as much as 50% to support costs associated with the new plant.

The City of Riverside requested that Parkville directly handle the motion to intervene (brief of amicus curiae) on behalf of Platte County customers in the appeal. The City of Riverside had expenses of \$112,000 associated with the original intervention. Staff is confident that the outcome would not have been as positive for Platte County customers without representation during the process. It is important to continue to protect local interests in the appeal process.

The City may continue to engage Mr. Bednar as special counsel, or the city attorney law firm (Stinson Leonard Street) can effectively handle this as a specialty legal matter under the existing legal services agreement executed on January 3, 2012. The agreement stipulates that specialty legal matters will be billed at a blended rate of \$300.00 per hour. The lead attorney for this work would be Chuck Hatfield, a partner in the Jefferson City office with extensive

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experience dealing with the Public Service Commission, Office of the Public Counsel, and Missouri Court of Appeals.

**BUDGET IMPACT:**

Mr. Bednar charges an hourly rate of \$375, but much of the work can be handled by associates to achieve an average blended rate of \$280-\$285. The total costs related to representation during the appeal are not expected to exceed \$40,000. The 2016 budget includes \$120,000 in the administration division of the General Fund for attorney/legal fees. The city spent \$101,541.58 from this line item in 2015. The base contract with the city attorney is for \$77,400 per year for routine legal services, leaving a balance of \$42,600 for specialty legal matters beyond the monthly service allotment of 35 hours. To date, the City has spent or committed \$30,000 for specialty matters including cell tower lease negotiations and the prior water rate case expense. Therefore, the available balance for this work is \$12,600.

The City of Riverside agreed to match Parkville's prior commitment and contribute 25% of the costs up to \$10,000. If total expenses are over \$16,800, the City will exceed the budget line item, but funds are also available in a separate budget for litigation expenses. To date, the city has spent \$16,358.99 of \$60,000 on litigation matters, leaving a balance of approximately \$40,000. Staff anticipates there will be some additional expenses related to judicial foreclosures of properties with delinquent neighborhood improvement district (NID) assessments. In addition, it may be a year or more before the case is heard before the Missouri Court of Appeals, so it's likely some expenses will occur in fiscal year 2017. Finally, the city may request additional funding from Platte County since approximately 39% (over 2,800) customers in the Platte County district live in unincorporated areas. Platte County previously declined to share in the costs of legal representation.

**ALTERNATIVES:**

1. Approve first reading of an ordinance to engage Joe Bednar of the Spencer Fane law firm to represent Platte County customers in the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company.
2. Authorize the city attorney to file an intervention on behalf of Platte County customers in the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company.
3. Recommend either engagement subject to conditions to meet the desires of the Board of Aldermen.
4. Do not approve the engagement.
5. Provide alternative direction to staff.
6. Postpone the item.

**FINANCE COMMITTEE RECOMMENDATION:**

Staff recommended to the Finance Committee that this engagement be handled by Stinson Leonard Street under the existing city attorney contract. The committee recommends maintaining continuity by engaging Mr. Bednar with Spencer Fane. On September 12, 2016, by a vote of 5-0, the Finance Committee recommended that the Board of Aldermen engage Joe Bednar of the Spencer Fame law firm to represent Platte County customers in the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company, subject to the following conditions:

1. Costs of the engagement are capped at \$40,000 without prior written authorization from the City of Parkville in accordance with the Purchasing Policy, and;
  2. The City of Riverside commits to pay Parkville \$10,000 to offset the legal costs, and;
  3. A formal request is submitted to Platte County to participate in the costs (see Attachment 3).
-

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Aldermen approve this request based on the significant prior investment made by the City of Riverside that resulted in an advantageous outcome for Parkville customers. Staff recommends that the engagement be limited to \$40,000 without prior written authorization and that it be contingent upon a contribution from the City of Riverside to help offset the expense. Riverside agreed to participate in 25% of the costs up to a maximum amount of \$10,000.

**POLICY:**

The Purchasing Policy, Resolution No. 16-012, authorizes the Finance Committee to approve expenditures up to \$10,000 when a staff recommendation with the relevant background information and a budget impact are provided. Expenses above \$10,000 must be approved or rejected by the Board of Aldermen following a recommendation from the Finance Committee. Only the Board of Aldermen may appoint special counsel by ordinance (RSMo 70.230.1).

**SUGGESTED MOTION:**

I move to approve Bill No. 2887, an ordinance to engage Spencer Fane, LLP to file an intervention on behalf of Platte County customers in the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company, on first reading and postpone second reading to October 4, 2016, subject to the following conditions:

1. Final review and approval of the draft legal services agreement by the city attorney, and;
2. Costs of the engagement are capped at \$40,000 without prior written authorization from the City of Parkville in accordance with the Purchasing Policy, and;
3. The City of Riverside commits to reimburse Parkville for 25% of its costs up to \$10,000.
4. A formal appeal is made to Platte County to request participation in the costs of this engagement.

**ATTACHMENTS:**

1. Ordinance
  2. Draft Legal Services Agreement
  3. Draft Request Letter to Platte County
-

**AN ORDINANCE APPROVING A LEGAL SERVICES AGREEMENT WITH SPENCER FANE, L.L.P. FOR SPECIAL LEGAL COUNSEL SERVICES RELATED TO WATER RATES**

WHEREAS, the City of Parkville wishes to engage special legal counsel to represent the interests of Platte County customers in the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company ("Project"); and

WHEREAS, Spencer Fane, LLP has demonstrated the necessary expertise, experience, availability and personnel to complete the Project; and

WHEREAS, RSMo §79.230 allows the Mayor and Board of Aldermen of fourth class municipalities in Missouri, by ordinance, to employ special counsel to represent the city, either in the case of a vacancy in the office of city attorney or to assist the city attorney.

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

SECTION 1. The City of Parkville, Missouri hereby approves the Legal Services Agreement with Spencer Fane, LLP attached hereto and incorporated herein as Exhibit A, subject to review and approval by the city attorney.

SECTION 2. Billings for fees, expenses, and client disbursements related to this engagement shall not exceed forty thousand dollars (\$40,000) without prior written authorization from the City of Parkville in accordance with the Purchasing Policy (Resolution No. 16-012).

SECTION 3. The Mayor and the City Clerk are hereby authorized and directed to execute said Legal Services Agreement.

SECTION 4. This ordinance shall become effective upon adoption.

PASSED and APPROVED this 4<sup>th</sup> day of October 2016.

\_\_\_\_\_  
Mayor Nanette K. Johnston

ATTESTED:

\_\_\_\_\_  
City Clerk Melissa McChesney

JOE BEDNAR  
DIRECT DIAL: (573) 634-8116  
jbednar@spencerfane.com

**File No.**

September 14, 2016

Ms. Lauren Palmer  
City Administrator  
City of Parkville, Missouri  
8800 Clark Avenue  
Parkville, MO 64152

**Re: Retention of Services**

Dear Ms. Palmer:

Thank you for the opportunity to work with you and the City of Parkville, Missouri and to provide legal services for purposes of representing the City of Parkville in regards to the Appeal of the 2015 Rate Case.

It is our standard practice to confirm the scope of the services we will provide and the basis upon which we will bill our fees and expenses. This letter and the enclosed Standard Terms of Engagement for Legal Services will govern all legal services we perform on City of Parkville's behalf commencing with the date we first perform legal services.

This letter, along with Attachment A, will serve as Spencer Fane's standard Letter of Engagement ("Attachment A") to establish Matter No. 1 for the City of Parkville - the Appeal of the 2015 Rate Case filed by the State of Missouri's Office of Public Counsel ("OPC") - in which the City of Parkville Missouri ("City") requests that I file an application for intervention with the Missouri Court of Appeals-Western District. The issue to be addressed in the new case is whether or not the Missouri Public Service Commission has the authority to consolidate service territories in order to reduce the volatility of water and sewer rates. Rate consolidation of certain service territories resulted in a rate reduction for the citizens and the ratepayers located within Platte County Water District ("PCWD") of Missouri American Water Company of over 25%. If the OPC is successful the ratepayers of the PCWD will have their rates increased.

My hourly rate will be discounted to \$375.00 per hour. I will have an associate work on the case with me at a rate of \$250.00 per hour, and a paralegal at the rate of \$160.00 per hour, for a targeted total blended rate of approximately \$285.00 per hour. I cannot guarantee the final blended rate will actually be \$285.00, but that is our goal. Estimated hours are 70 to 150 hours, and total fees would amount to \$20,000 to \$40,000, expended over potentially the next twelve to eighteen months. This is my best estimate given the information I have at this time. If more time than anticipated is required I will notify you in advance. I will give you status reports at whatever interval you need them and keep you updated by means of itemized monthly statements.

September 14, 2016

Page 2

During the course of our representation of the City of Parkville, we will, when appropriate, communicate with you by e-mail. In view of this, the Missouri Bar Disciplinary Counsel requires that we advise you that : (1) e-mail communication is not a secure method of communication; (2) any e-mail that is sent to you or by you may be copied and held by various computers it passes through as it goes from us to you or vice versa; (3) a person not participating in our communication may intercept our communications by improperly accessing your computer or our computers or even another computer unconnected to either of us through which e-mail passes. Your execution of this letter below will reflect your consent to receiving communications from us via e-mail. If at some time during our representation you change your mind and would prefer that we not communicate with you via e-mail, please let us know immediately. If the foregoing correctly reflects your understanding of the terms and conditions of our representation, please indicate your consent to the agreements and disclosures in this letter by executing the enclosed copy of this letter in the space provided below and return it to our office. A facsimile copy or a scanned copy delivered via e-mail shall be deemed to be acceptable as an original.

I hope this letter is responsive to your request of me as to budget. If there are other details you would like to be included please advise.

If you do not agree, or accept, any of the terms of this letter and its enclosures, or if you have any questions, please call me as soon as possible to discuss. We sincerely appreciate this opportunity to be of service, and look forward to a mutually rewarding relationship.

Sincerely,

SPENCER FANE LLP

By: \_\_\_\_\_  
Joe Bednar

AGREEMENT AND ACCEPTANCE:

The undersigned hereby acknowledges and agrees that she has reviewed and understands the terms of this letter. The undersigned further agrees and accepts the agreements and disclosures in this letter, including, but not limited to, the above disclosure regarding conflicts of interest.

\_\_\_\_\_  
Signature  
Mayor Nanette K. Johnston

JPB/kds

Enclosure

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## Standard Terms of Engagement for Legal Services

This statement sets forth the standard terms of our engagement as your lawyers.

### **The Scope of Our Work**

You should have a clear understanding of the legal services we will provide. Any questions that you have should be dealt with promptly.

We will at all times act on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment, but are not guarantees. Such opinions are necessarily limited to our knowledge of the facts and are based on the state of the law at the time they are expressed.

It is our policy that, for conflict of interest purposes, the person or entity that we represent is the person or entity that is identified in our engagement letter and does not include any affiliates of such person or entity. For example, if you are a corporation or partnership, our representation does not extend to any parents, subsidiaries, employees, officers, directors, shareholders or partners of the corporation or partnership, or commonly owned corporations or partnerships. If you are a trade association, our representation does not extend to any members of the trade association, unless such members undertake individual arrangements with us.

It is also our policy that, for conflict of interest purposes, the attorney-client relationship will be considered terminated upon our completion of the services that you have retained us to perform. If you later retain us to perform further or additional services, our attorney-client relationship will be revived subject to these terms of engagement, as they may be supplemented at that time.

### **Who Will Provide the Legal Services**

Customarily, each client of the firm is served by a principal attorney contact. The principal attorney should be someone in whom you have confidence and with whom you enjoy working. You are free to request a change of principal attorney at any time. Subject to the supervisory role of the principal attorney, your work or parts of it may be performed by other lawyers and legal assistants in the firm. Such delegation may be for the purpose of involving lawyers or legal assistants with particular skills or experience in a given area or for the purpose of providing services in the most efficient and timely basis.

### **How Fees Will Be Set**

Our fees for legal services are customarily determined on the basis of an hourly rate. Each of our lawyers and legal assistants has an hourly rate, as determined by the firm's management, consistent with the experience, reputation, and abilities of the lawyers and legal assistants performing the services. The hourly rates of each of our lawyers and legal assistants are reviewed annually, and, if appropriate, are adjusted to reflect current levels of legal experience, reputation, ability, costs, and other factors. We will keep accurate records of the time we devote to your work.

Occasionally we are requested to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. When requested, we will attempt to furnish such an estimate, based upon our past experience and best professional judgment, but with an understanding that such an estimate is not a maximum or fixed-fee quotation.

For certain well-defined services (for example, a simple business incorporation), we may quote a flat fee and the scope of the services to be provided. It is our general policy not to accept representation on a flat-fee basis except in defined-service areas or pursuant to a special arrangement tailored to the needs of a particular client. Likewise, on rare occasions we may perform work on a contingency fee or other specially deferred fee relationship. In all such situations, the flat-fee or contingency fee arrangement will be expressed in a letter from us setting forth the terms and scope of the services to be provided, and your payment obligations.

### **Out-of-Pocket Expenses**

Although substantial expenses incurred on a client's behalf will be sent to the client for direct payment, we often incur and pay on behalf of our clients a variety of smaller out-of-pocket costs arising in connection with legal services. These include charges made by government agencies and service vendors. Some typical costs are certain telephone charges; express delivery charges; printing and reproduction costs; filing fees; and travel expenses. We also charge for computerized legal research either at a rate equal to that charged by our vendor or based upon negotiated volume discounts. We incur outside costs as agents for our clients and incur internal expenses on behalf of our clients, who agree that these costs will be paid on a regular basis.

### **Retainer and Trust Deposits**

New clients of the firm are commonly asked to deposit a retainer with the firm. Two types of retainers are used most frequently. A monthly retainer is an amount billed and paid apart from the usual invoices for services rendered. Part or all of the retainer then is credited to the next invoice. A second type of retainer is a long-term deposit. Unless otherwise agreed, this retainer deposit will be credited toward your unpaid invoices, if any, at the conclusion of services.

At the conclusion of our legal representation or at such time as the deposit is unnecessary or is appropriately reduced, the remaining balance or an appropriate part of it will be returned to you. If the retainer deposit proves insufficient to cover current expenses and fees on at least a two-month basis, it may have to be increased. Deposits which are received to cover specific items will be disbursed as provided in our agreement with you, and

you will be notified from time to time of the amounts applied or withdrawn. Any amount remaining after disbursement will be returned to you. All trust deposits we receive from you will be placed in a trust account for your benefit. Unless special arrangements are made, interest earned on the trust account is paid to a charitable foundation established in accordance with court rules.

### **Termination**

You may terminate our representation at any time, with or without cause, by notifying us. Your termination of our services will not affect your responsibility for payment of legal services rendered and out-of-pocket costs incurred before termination and in connection with an orderly transition of the matter.

We are subject to the codes of professional conduct for the jurisdictions in which we practice, which list several types of conduct or circumstances that require or allow us to withdraw from representing a client, including for example: conflict of interest with another client, misrepresentation or failure to disclose material facts, action contrary to our advice, and nonpayment of fees or costs. We try to identify in advance and discuss with our client any situation which may lead to our withdrawal and, if withdrawal ever becomes necessary, we shall provide the client written notice of our withdrawal.

### **Billing Arrangements and Terms of Payment**

We will bill you on a regular basis, normally monthly, for both fees and disbursements. You agree to make payment within thirty days of receiving our statement. We will give you prompt notice if your account becomes delinquent. If the delinquency continues and you do not arrange satisfactory payment terms, we may withdraw from the representation and may pursue collection of your account.

### **Client Satisfaction**

Our desire is to serve you and meet your legal needs. Client satisfaction is of utmost importance. You should feel free to discuss any aspect of our representation with the principal attorney or any other attorney with the firm. We welcome your input to ensure that our legal services meet your needs. We appreciate having the opportunity to be of service to you.



September 21, 2016

Delivered via U.S. Postal Service:  
Platte County Commission  
Administrative Building  
415 Third Street  
Platte City, MO 64079

Delivered via electronic mail:

Ron Scheiber, Presiding Commissioner – [ron.schieber@co.platte.mo.us](mailto:ron.schieber@co.platte.mo.us)  
Beverlee Roper, First District Commissioner – [beverlee.ropers@co.platte.mo.us](mailto:beverlee.ropers@co.platte.mo.us)  
Duane Soper, Second District Commissioner – [duane.soper@co.platte.mo.us](mailto:duane.soper@co.platte.mo.us)

Dear Commissioners:

We are writing to request your assistance in a matter of mutual importance for our constituents. Missouri-American Water Company (MOAW) is an investor-owned sewer and water utility that serves a large portion of Platte County. On July 31, 2015, MOAW filed water and sewer rate cases with the Missouri Public Service Commission (PSC) to consolidate rates in Platte County with other districts including Brunswick and St. Joseph. The Cities of Riverside and Parkville partnered to engage legal counsel to advocate to the PSC on behalf of Platte County customers. The joint effort was successful; in late May the PSC announced a new consolidated rate structure that resulted in an average decrease of 30 percent for Platte County water customers.

Unfortunately, the consolidated rate structure was opposed by the Office of the Public Counsel, the state agency assigned to represent the public and interests of utility customers in proceedings before the PSC. The Office of the Public Counsel appealed the PSC determination to the Missouri Court of Appeals – Western District, advocating preservation of the district-level rates. This issue is crucial for Platte County since MOAW plans to construct a new water treatment plant in Parkville in 2017. If consolidated rates are not approved, water rates in Platte County are estimated to jump as much as 50% (over previous rates) to support costs associated with the new plant.

The City of Riverside expended \$112,000 on legal costs associated for the original PSC intervention. Parkville contributed \$10,000 to Riverside to offset the impact. The City of

Parkville agreed to take the lead on the appeal and has committed up to \$40,000 toward the cause. Riverside agreed to contribute 25% of the appeal expense up to a maximum contribution of \$10,000. Both communities combined are allocating up to \$152,000 of unbudgeted dollars toward this expense because the stakes are so high for our residents and businesses.

There are 7,500 customers who are residents and business owners in Platte County who stand to lose if the PSC determination is overturned on appeal. All of those affected are Platte County citizens, but 39% (over 2,800) live in unincorporated areas of the county. Please consider contributing 39% of the cost of the legal expenses up to a maximum amount of \$59,280. Riverside and Parkville will split any contribution from the County according to a proportional share of each city's legal costs. Since the case will likely be on appeal well into 2017 and perhaps 2018, the County could defer its contribution to its next fiscal year in order to budget the expense.

We appreciate your prompt cooperation in this matter. Please contact Parkville city administrator Lauren Palmer at [lpalmer@parkvillemo.gov](mailto:lpalmer@parkvillemo.gov) or (816) 723-7622 with any questions.

Sincerely,

Nan Johnston  
Mayor  
City of Parkville

Kathy Rose  
Mayor  
City of Riverside

## **CITY OF PARKVILLE**

### **Policy Report**

Date: Wednesday, September 14, 2016

Prepared By:  
Stephen Lachky, AICP  
Community Development Director

Reviewed By:  
Lauren Palmer  
City Administrator

#### ISSUE:

Approve an ordinance to rezone two parcels containing 1.09 acres, more or less, generally located at 10530 Highway FF, Parkville, MO from County "PI" Planned Industrial District to City "R-2" Single-Family Residential District. Case No. PZ16-02F; Missouri American Water, applicant.

#### BACKGROUND:

The applicant, Missouri American Water, proposes to rezone two parcels containing 1.09 acres, more or less, from County "PI" Planned Industrial District to "R-2" Single-Family Residential District. The two parcels are Platte County parcel #20-8.0-34-000-000-006.000 and #20-8.0-34-000-000-006.001 (See Attachment 3).

On September 6, 2016 following a public hearing, the Board of Aldermen adopted Ordinance No. 2854 extending the limits of the City of Parkville to include the two subject parcels generally located at 10530 Highway FF, Parkville MO. Additionally, the Board of Aldermen adopted Ordinance No. 2855 approving a Conditional Use Permit (CUP) for the applicant to construct and operate a drinking water treatment plant at 10550 NW FF Highway, Parkville, MO. Two property parcels owned by Missouri American Water included in the site plan / development plan — Parcel #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and parcel #20-8.0-34-000-000-006.001 (0.3255 acres, more or less) — currently retain their County "PI" Planned Industrial District zoning designation and need to be within a city district before permits can be issued by Parkville staff. Parcel #20-8.0-34-000-000-006.000 is currently undeveloped and parcel #20-8.0-34-000-000-006.001 contains an existing metal building. The applicant is requesting rezoning to a City "R-2" Single-Family Residential District to coincide with the existing "R-2" zoning in place for parcel #20-8.0-34-000-000-003.001. The intention is for these three parcels to be re-platted as a single 11.1037 acre (more or less) parcel for the proposed drinking water treatment plant site plan / development (see Case No. PZ16-02C). In order to be re-platted as a single parcel, the zoning designations of all three parcels must be the same.

Staff reviewed rezoning application against the City of Parkville's Municipal Code, R-2 zoning district regulations, the Parkville Master Plan and its adopted Future Land Use map. Staff analysis presented at the September 13, 2016 public hearing to the Planning and Zoning Commission is included as Attachment 4. The applicant has stated this item is time sensitive due to their desired construction schedule and the fact that staff cannot issue building permits until the property is officially designated into a City district.

#### BUDGET IMPACT:

No impact.

#### ALTERNATIVES:

1. Adopt the ordinance approving the Application for Zoning Map Revision (Rezoning).
2. Approve an ordinance, subject to changes directed by the Board of Aldermen.

3. Approve the first reading of the ordinance approving the Application for Zoning Map Revision (Rezoning) as submitted, recommended by the Planning and Zoning Commission and postpone the second reading to October 4, 2016.
4. Deny the Application for Zoning Map Revision (Rezoning).
5. Postpone the item.

**STAFF RECOMMENDATION:**

Staff recommends the Board of Aldermen approve the first and second readings of the ordinance approving the rezoning of two parcels containing 1.09 acres, more or less, generally located at 10530 Highway FF, Parkville, MO from County "PI" Planned Industrial District to "R-2" Single-Family Residential District

**PLANNING COMMISSION RECOMMENDATION:**

The Planning and Zoning Commission considered the application during a public hearing held on September 13, 2013 and meeting and concurred with staff conclusions and recommendation. The Commission recommended approval of the rezoning by a vote of 7-0.

**POLICY:**

Per RSMo 89.050 and Parkville Municipal Code, Title IV, Chapter 483, zoning district changes must 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.

The Board of Aldermen must approve two readings of the ordinance to become effective. Rule 5, *Agendas*, of the Board's adopted Rules of Order, states "*The first reading of an ordinance will be read on the action agenda and the second and final reading will be read the next subsequent meeting on the consent agenda, unless the item is a time-sensitive matter in which it may be approved during the same meeting.*"

**SUGGESTED MOTION:**

I move to approve Bill No. 2888, an ordinance approving the rezoning of two parcels containing 1.09 acres, more or less, generally located at 10530 Highway FF, Parkville, MO from County "PI" Planned Industrial District to "R-2" Single-Family Residential District, on first reading.

I move to approve Bill No. 2888 on second reading to become Ordinance No. \_\_\_\_.

**ATTACHMENTS:**

1. Proposed Ordinance
2. Application for Zoning Map Revision (Rezoning)
3. Subject Property Area Map
4. Staff Analysis presented to Planning and Zoning Commission on September 13, 2016
5. Copy of Letter of Notice (mailed certified mail to all property owners within 185 feet of the subject property)
6. Property Legal Description

**ADDITIONAL EXHIBITS BY REFERENCE:\***

1. Parkville Municipal Code, Title IV, Chapter 415: "*R-2" Single-Family Residential District Regulations* (<http://ecode360.com/27901710>)
2. Parkville Municipal Code, Title IV: *Zoning Code* in its entirety (<http://www.ecode360.com/PA3395-DIV-05>)
3. Parkville Master Plan (<http://parkvillemo.gov/departments/community-development-department/master-plan/>)

**ITEM 5B**  
**For 09-20-16**  
**Board of Aldermen Meeting**

4. Planning and Zoning Commission Special Workshop (04/20/16) Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZWorkshopMinutes042016.pdf>)
5. Planning and Zoning Commission (06/14/16) Regular Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZMinutes061416.pdf>)
6. Exhibits presented to Planning and Zoning Commission at June 14, 2016 public hearing
7. Planning and Zoning Commission (08/09/16) Regular Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZMinutes080916.pdf>)
8. Planning and Zoning Commission (09/13/16) Regular Meeting Minutes
9. Exhibits presented to Planning and Zoning Commission at June 14, 2016 public hearing
10. Exhibits presented to Planning and Zoning Commission at August 9, 2016 public hearing
11. Exhibits presented to Planning and Zoning Commission at September 13, 2016 public hearing
12. Revised Preliminary Site Plan / Development Plan; prepared by Black & Veatch Corporation (dated July 5, 2016)
13. Final Site Plan / Development Plan; prepared by Black & Veatch Corporation (dated September 9, 2016)
14. Case No. PZ16-02A - Application for Conditional Use Permit
15. Case No. PZ16-02B - Application for Preliminary Site Plan / Development Plan
16. Case No. PZ16-02C - Application for Final Plat
17. Case No. PZ16-02D - Application for Revised Preliminary Site Plan / Development Plan
18. Case No. PZ16-02E - Application for Annexation
19. Case No. PZ16-02G - Application for Final Site Plan / Development Plan
20. Ordinance No. 2854
21. Ordinance No. 2855

\*Printed copies of referenced materials may be provided on request. Original materials are available for viewing at Parkville City Hall.

**AN ORDINANCE APPROVING THE REZONING OF TWO PARCELS CONTAINING 1.09 ACRES, MORE OR LESS, GENERALLY LOCATED AT 10530 HIGHWAY FF, PARKVILLE, MISSOURI, FROM COUNTY “PI” PLANNED INDUSTRIAL DISTRICT TO CITY “R-2” SINGLE-FAMILY RESIDENTIAL DISTRICT**

WHEREAS, the subject property contains two parcels – Platte County parcel #20-8.0-34-000-000-006.000 and #20-8.0-34-000-000-006.001; both of which are legally described in Exhibit A and depicted in Exhibit B and attached hereto and incorporated herein by reference; and

WHEREAS, the subject property was annexed into the City of Parkville on September 6, 2016 following a public hearing via Ordinance No. 2854 and retained its County “PI” Planned Industrial District zoning; and

WHEREAS, Kenneth Stecher of Missouri American Water Company submitted an application for Zoning Map Revision (Rezoning; Case No. PZ16-02F) for two parcels of property generally located at 10530 Highway FF, Parkville, MO, and rezone said property to the City’s “R-2” Single-Family Residential District; and

WHEREAS, notice of a public hearing to be held before the Planning and Zoning Commission was published, mailed and posted in accordance with Parkville Municipal Code, Title IV, Chapter 483: Changes and Amendments; and

WHEREAS, all property owners within 185 feet of the subject property were given notice of their right to protest said rezoning; and

WHEREAS, on September 13, 2016, the Parkville Planning and Zoning Commission held said public hearing, considered the application for Zoning Map Revision (Rezoning) and recommended approval of the proposed rezoning by a vote of 7 to 0.

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

Section 1. Approval of the rezoning of two parcels containing 1.09 acres, more or less, generally located at 10530 Highway FF, Parkville, MO, from County “PI” Planned Industrial District to City “R-2” Single-Family Residential District, as legally described in Exhibit A and depicted in Exhibit B.

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

PASSED and APPROVED this 20<sup>th</sup> day of September 2016.

\_\_\_\_\_  
Mayor Nanette K. Johnston

ATTESTED:

\_\_\_\_\_  
City Clerk Melissa McChesney



Application #: 16-02F  
 Date Submitted: 08-12-16  
 Public Hearing: 09-13-16  
 Date Approved: \_\_\_\_\_

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

**Application for Zoning Map Revision (Rezoning)**

**1. Applicant / Contact Information**

**Applicant(s)**

Name: Missouri American Water Company  
 Address: 727 Craig Road  
 City, State: Creve Coeur, Missouri  
 Phone: 314-996-2307 Fax: 314-569-3972  
 E-mail: kenneth.stecher@amwater.com

**Engineer / surveyor(s) preparing legal desc.**

Name: Black & Veatch  
 Address: 16305 Swingley Ridge Road, Suite 230  
 City, State: Chesterfield, Missouri  
 Phone: 636-536-5821 Fax: 636-536-1123  
 E-mail: bunchdg@bv.com

**Owner(s), if different from applicant**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

**Contact Person**

Name: \_\_\_\_\_  
 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 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)** *Kenneth Stecher* Date: 8-11-16  
**Property Owner's Signature (Required)** *David Colwell* Date: 8-11-16

**2. Property Information**

Legal description: Attach a separate sheet with complete writing and graphical legal description of the subject property.

Property address or general description of location: 10550 Hwy FF, Parkville, Missouri

Parcel ID Number: # 02-8-0-34-000-000-006.00 , # 20-8,0-34-000-003-006.001

Present zoning: County "PI" Planned Industrial Proposed zoning: "R-2" Single-Family Residential

Present use of the property: Industrial

Length of use: Indefinite

**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>Forest</u>	
South:	<u>Roadway</u>	
East:	<u>Subdivision</u>	
West:	<u>Industrial</u>	

Attach a summary of the general character of the surrounding properties, the effects of the proposed rezoning on nearby property, the suitability of the site for development under the current zoning, adequacy of area roads, public utilities and public services necessary to serve development permitted in the proposed zoning district, consistency of the proposed zoning with the City's adopted Master Plan, and any other relevant information relating to this rezoning request.

**4. Checklist of required submittals**

- Completed application, including all required details and supporting data.
- Nonrefundable application fee of \$300.00. Applicant will be billed to recover costs for required publication and certified notice to adjacent property owners.
- Complete written and graphical legal description of subject property in paper and electronic formats, and 8.5" x 11" area map showing the subject property and surrounding major features including roads.
- List of names and addresses of all property owners within 185' of the property to be rezoned (certified or as obtained from the Platte County Assessors Office and verified in the Platte County Recorder's Office.
- If proposed rezoning is for a "planned" district (i.e. R-5, B-4, B-P, OTD, Community Unit Plan), a complete site plan/development plan including all features as required by Municipal Code.
- Notarized affidavit of ownership and authorized signature of the applicant and owner of record of the property.

**For City Use Only**

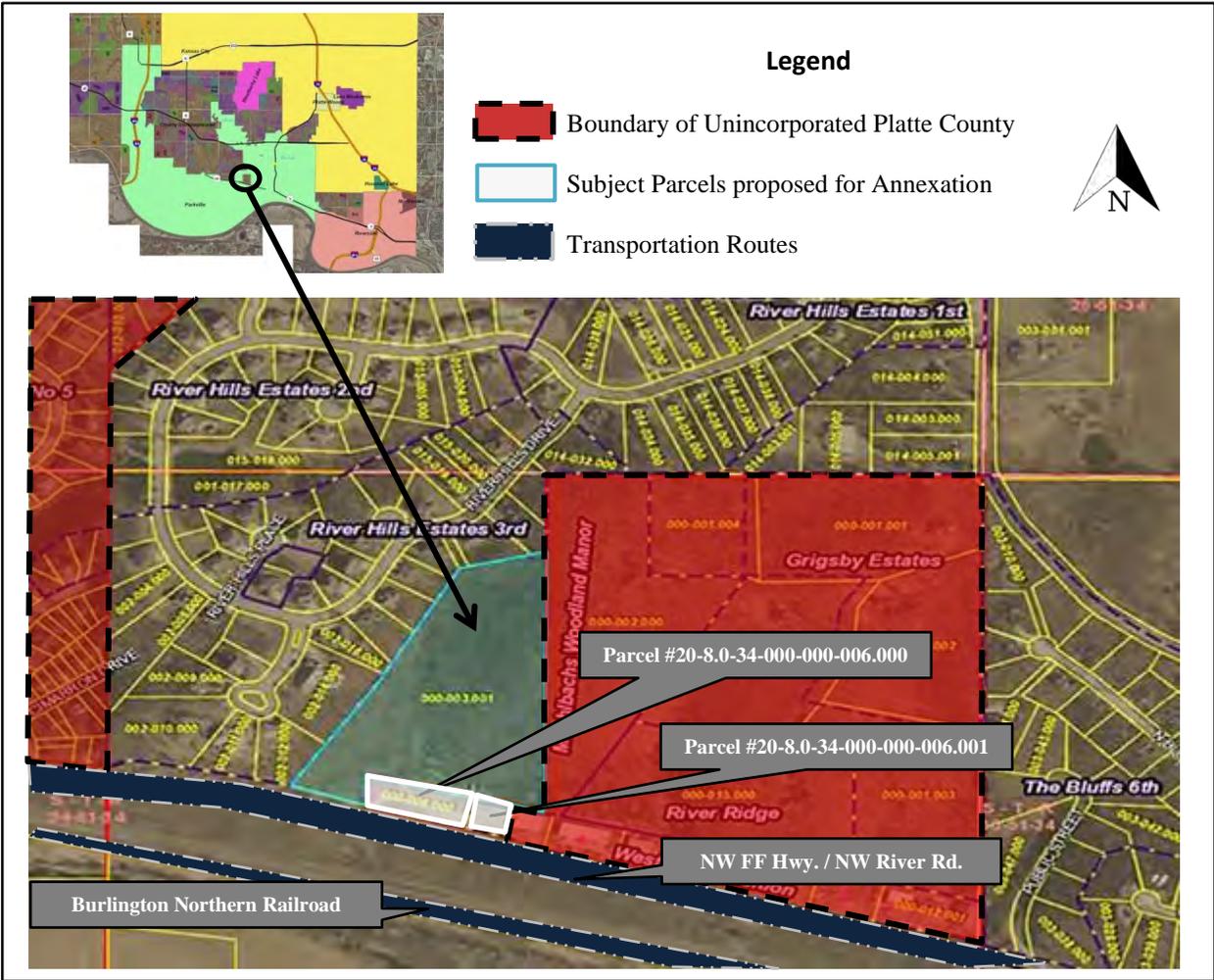
Application accepted as complete by: Stephen Lachky, Community Development Director 08-12-16  
Name/Title Date

Application fee payment:  Check # \_\_\_\_\_  M.O. \_\_\_\_\_  Cash CreditCard - VISA  
 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: \_\_\_\_\_

# Subject Area Property Map





## Staff Analysis

- Agenda Item: 4.A
- Proposal: Application for Zoning Map Revision (Rezoning) for two parcels containing 1.09 acres, more or less, generally located at 10530 Highway FF, from County "PI" Planned Industrial District to "R-2" Single-Family Residential District.
- Case No: PZ16-02F
- Applicant: Missouri American Water Company
- Owners: Missouri American Water Company
- Location: 10530 NW FF Highway, Parkville, MO
- Existing Zoning: County "PI" Planned Industrial District
- Proposed Zoning: City "R-2" Single Family Residential District
- Parcel #s: All of parcel 20-8.0-34-000-000-006.000 and 20-8.0-34-000-000-006.001
- Exhibits:
- A. This Staff Analysis
  - B. Application for Zoning Map Revision (Rezoning)
  - C. Affidavit of Ownership
  - D. Legal Description of Subject Property
  - E. Subject Area Property Map
  - F. Survey of Property; survey prepared by Midland Surveying and dated May 3, 2016
  - G. Parkville Sanitary Sewer Map – River Hills Forcemain
  - H. Utility Provider Correspondence
  - I. Additional exhibits as may be presented at the public hearing
- By Reference:
- A. Parkville Municipal Code, Title IV, Chapter 470: *Supplementary Use Regulations – Conditional Uses* (<http://www.ecode360.com/27902588>)
  - B. Parkville Municipal Code, Title VI, Chapter 415: *"R-2" Single-Family Residential District Regulations* (<http://www.ecode360.com/27901225>)
  - C. Parkville Municipal Code, Title IV: *Zoning Code* in its entirety (<http://www.ecode360.com/PA3395-DIV-05>)
  - D. Parkville Master Plan (<http://parkvillemo.gov/departments/community-development-department/master-plan/>)

- E. Planning and Zoning Commission Special Workshop (04/20/16) Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZWorkshopMinutes042016.pdf>)
- F. Planning and Zoning Commission (06/14/16) Regular Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZMinutes061416.pdf>)
- G. Planning and Zoning Commission (08/19/16) Regular Meeting Minutes (draft minutes attached in this meeting packet)
- H. Notice of Public Hearing mailed certified mail to owners within 185 feet of the subject property
- I. Hearing notice published in the Platte County Landmark newspaper
- J. Summary of Public Hearing posted on Parkville City webpage (<http://parkvillemo.gov/public-hearings/>)
- K. Hearing notice published on the Parkville City webpage ([http://parkvillemo.gov/download/public-hearing-notices/PublicHearing\\_RevisedMOAmericanCUP.pdf](http://parkvillemo.gov/download/public-hearing-notices/PublicHearing_RevisedMOAmericanCUP.pdf))
- L. Case No. PZ16-02A
- M. Case No. PZ16-02B
- N. Case No. PZ16-02C
- O. Case No. PZ16-02D
- P. Case No. PZ16-02E
- Q. Case No. PZ16-02G

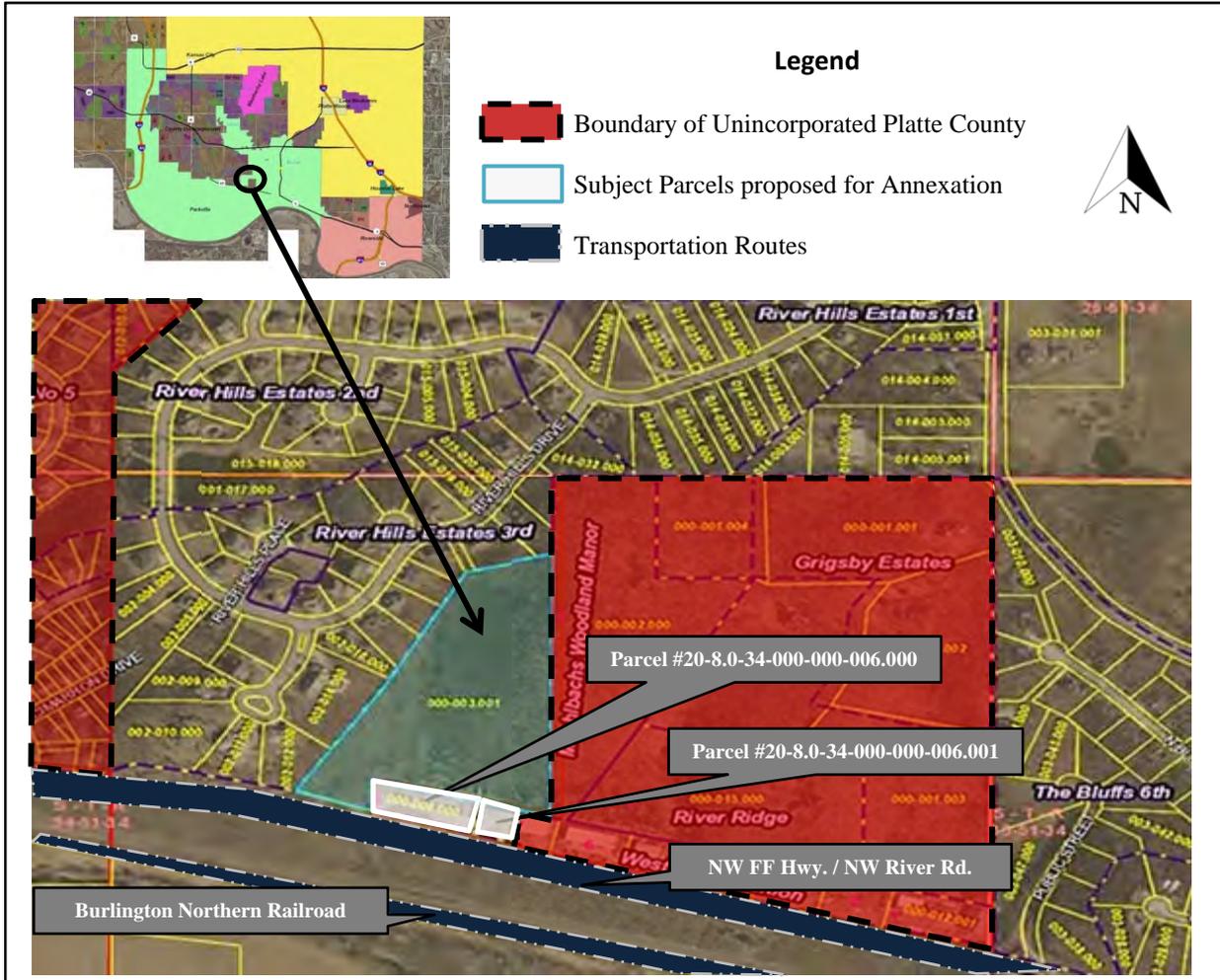
Comments

Received:

No written comments have been received as of the completion of this staff analysis on 09/07/2016.

## Overview

The application proposes to rezone two parcels containing 1.09 acres, more or less, from County "PI" Planned Industrial District to "R-2" Single-Family Residential District. The two parcels are Platte County parcel #20-8.0-34-000-000-006.000 and #20-8.0-34-000-000-006.001. A full legal description is attached.



**Exhibit E:** Subject Area Property Map

The applicant, Missouri American Water, is proposing to construct and operate a drinking water treatment plant at 10550 and 10530 NW FF Highway on three parcels of property totaling 11.10 acres, more or less, approximately 1 mile west of Main St. On August 9, 2016 the Planning and Zoning Commission held a public hearing to consider an application for Conditional Use Permit (CUP; Case No. PZ16-02A) in conjunction with a revised preliminary site plan / development plan (Case No. PZ16-02D). The Commission: Concluded the proposed use was in the interest of the public health, safety, morals, and general welfare of the community; concerns expressed at the public hearing could be adequately addressed by the final site plan / development plan approval; concurred with staff's conclusions and recommendation; and unanimously voted (8 to 0) to recommend the Board of Aldermen approve the CUP, subject to all conditions associated with the accompanying revised preliminary site plan / development plan.

Two property parcels owned by Missouri American Water included in the site plan — Parcel #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and parcel #20-8.0-34-000-000-006.001 (0.3255 acres, more or less) — currently retain their County “PI” Planned Industrial District zoning designation and need to be within a city district before permits can be issued by Parkville staff. Parcel #20-8.0-34-000-000-006.000 is currently undeveloped and parcel #20-8.0-34-000-000-006.001 contains an existing metal building. The applicant is requesting rezoning to a City “R-2” Single-Family Residential District to coincide with the existing “R-2” zoning in place for parcel #20-8.0-34-000-000-003.001. The intention is for these three parcels to be re-platted as a single parcel for the proposed drinking water treatment plant site plan (see Case No. PZ16-02C). In order to be re-platted as a single parcel, the zoning designations of all three parcels must be the same.

Note: The applicant recently submitted a Voluntary Annexation Petition for the parcels # #20-8.0-34-000-000-006.000, and 20-8.0-34-000-000-006.001 and a public hearing was held at the September 6, 2016 Board of Aldermen meeting to consider the petition. Bill No. 2885, the ordinance for annexation was unanimously approved (9-0) on first and second reading at the meeting.

### **General Review and Analysis**

The application has been reviewed against the Parkville Municipal Code, including the applicable R-2 zoning district regulations, the Parkville Master Plan and its adopted Future Land Use map. Per Parkville Municipal Code, Section 483.030 requirements, notice of the public hearing has been published in the newspaper in general circulation in the city, the Landmark newspaper on August 24, 2016, surrounding property owners within 185 ft. of the subject property have been notified via certified mail, and signs announcing the time, place and nature of the hearing have been placed on the subject property in view from public right-of-way. As of the date of this memo, no public comments have been submitted for the Commission’s consideration.

Although the Parkville Municipal Code does not define how the Planning and Zoning Commission shall determine if a proposed zoning district change is appropriate, the Commission has previously considered the following matters as a guide, as advised by staff and legal counsel. The following are staff’s findings and conclusions.

#### **1. The character of the neighborhood and the zoning and uses of nearby properties.**

The subject properties are located approximately 1 mile west of Main St. (in downtown Parkville) on NW FF Hwy and abutting NW FF Hwy. They reside within in a subdivision known as the West Park Addition. The general character of the surrounding area would be considered industrial, residential, and generally undeveloped.

Directly adjacent to the north and west is a 10.01 acre undeveloped parcel owned by Missouri American Water and currently zoned “R-2”. Further to the north and west is property zoned Parkville “R-2 Community Unit Plan” Single-Family Residential District Community Unit Plan consisting of residential homes part of the River Hills Estates subdivision. To the east of the site are lots zoned County “PI” Planned Industrial District located in unincorporated Platte County, generally characterized as low-intensity industrial uses primarily, “for the conduct of manufacturing, assembling, fabricating, and warehousing for wholesale or service uses.” Further east is property zoned County “RE” Rural Estates District and “R-25” Single-Family Large Lot District. To the south are Missouri Hwy FF and the Burlington Northern Railroad; further south is property within the floodplain adjacent to Platte Landing Park of agricultural use.

The proposed “R-2” Single-Family Residential District would be compatible with the existing zoning and uses of nearby properties in the general area. Moreover, the “R-2” district would be compatible with the undeveloped parcel 10.01 acre parcel to the north and west, owned by Missouri American Water, and proposed for the drinking water treatment plant.

**2. The suitability of the subject property for the uses to which it is restricted and the extent to which removal of restrictions imposed by the current zoning district may affect nearby properties.**

The subject property parcels are proposed to be used for the construction and operation of a drinking water treatment plant. In order to operate “public utilities or public service uses, buildings, structures, or appurtenances thereto” within a City district — including the proposed “R-2” district — a CUP is required and allowed, “when found to be in the interest of the public health, safety, morals, and general welfare of the community.” Preliminary plans in sufficient detail were presented to the Planning and Zoning Commission at an August 9, 2016 public hearing and the Commission concluded the effects of the proposed use could be mitigated through the revised preliminary site plan / development plan, specifically protecting surrounding property, persons and neighborhood values. The proposed plant location will preserve existing trees and vegetation on-site, be partially screened by existing trees and vegetation, and the orientation of the buildings were designed with adjacent properties in mind. Additionally, a circulation drive is proposed to mitigate noise produced by vehicles reversing when delivering lime and deliveries are restricted to daytime hours (see Case No. PZ16-02D for more detail).

If redeveloped or used for other purposes in the future, the subject property parcels would be restricted to the following uses permitted in an “R-2” district (Parkville Municipal Codes, Title IV, Section 410.020), as well as all supplementary use regulations – conditional uses listed in Chapter 470:

- Farm, truck garden, orchard, or nursery for growing or propagation of plants, trees, and shrubs, including temporary stands for seasonal sales of products raised on the premises, but not including the raising for sale of birds, bees, rabbits, or other animals, fish, or other creatures to such an extent as to be objectionable to surrounding residences by reason of odor, dust, noise, or other factors, and provided no retail or wholesale business office or store is permanently maintained on the premises.
- *Single-family dwellings.* A single-family dwelling may include an accessory dwelling unit in accordance with Section 410.080.
- Churches and parish halls, temples, convents, and monasteries.
- Colleges and schools, public or private, having a curriculum and conditions under which teaching is conducted equivalent to a public school and institutions of higher learning.
- Home occupations, exclusive of the keeping, boarding or caring for any children not related to the occupant for monetary or valuable considerations.
- Non-profit libraries or museums, art galleries; public utility installations for sewer, water, gas, electric and telephone mains and incidental appurtenances.

- Public parks, playgrounds, golf courses (public or private except miniature golf courses, putting greens, driving ranges, and similar activities operated as a business), non-profit, non-governmental public recreation, and community buildings.
- Railroad rights of way, including a strip of land with tracks and auxiliary facilities for track operations, but not including passenger stations, freight terminals, switching and classification yards, repair shops, roundhouses, power houses, interlocking towers, and fueling, sanding, and watering stations.
- Temporary buildings, the uses of which are incidental to construction operations or sale of lots during development being conducted on the same or adjoining tract or subdivision and which shall be removed upon completion or abandonment of such construction, or upon the expiration of a period of two (2) years from the time of erection of such temporary buildings, whichever is sooner.
- Accessory buildings and uses including, but not limited to accessory private garages, swimming pools, home barbecue grills, customary church bulletin boards, or identification signs not exceeding thirty (30) square feet in area for permitted public and semi-public uses, accessory storage, and accessory off-street parking and loading spaces.

**3. The relative gain to the public’s health, safety and welfare as compared to the hardship of the individual property owner of the subject property.**

There appears to be no specific gain to the public health, safety and welfare by denying the application for rezoning. Primary public health, safety and welfare considerations focus on the ability to respond with public and emergency services including police and fire and the ability to maintain the peace. The proposed zoning does not appear to have any impact on the ability to provide these services since all utility providers (electricity, gas, sewer, water) were contacted during staff’s review of the preliminary site plan / development plan and none indicated any issues providing adequate service to the proposed development or the need to provide required off-site improvements/accommodations. Additionally, no significant increases in vehicular traffic are expected to be generated as a result of the rezoning to an R-2 District for the subject property parcels. Lastly, Southern Platte Fire Protection District staff was present during pre-conference meetings with the applicant and preliminary review meetings with staff and indicated the ability to serve the subject area during an emergency.

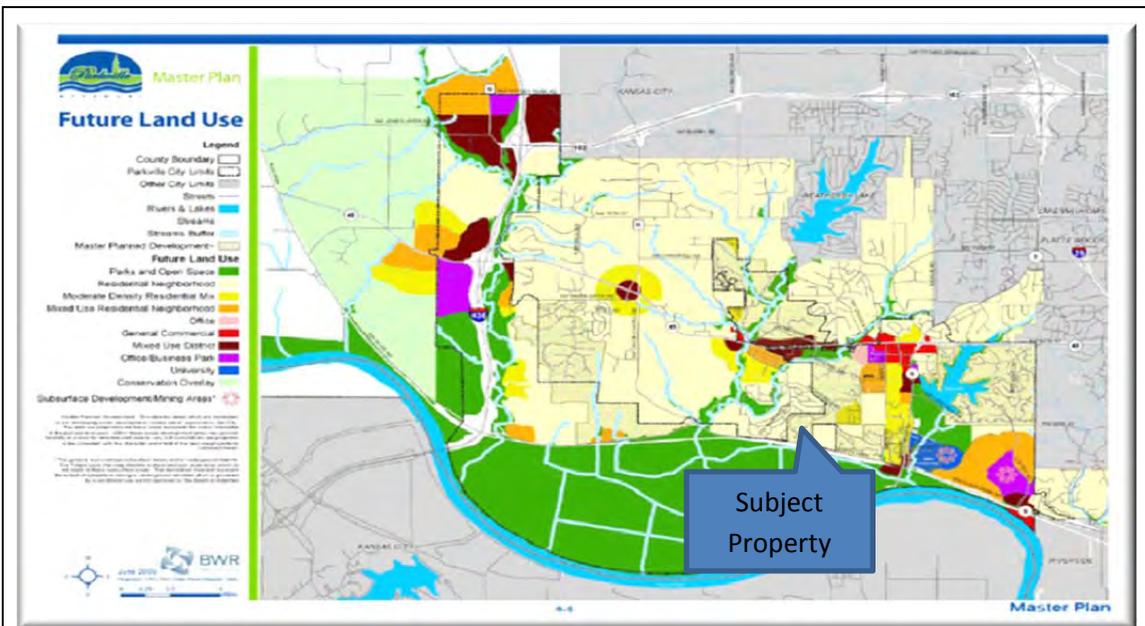
Although it is staff’s opinion that denial is not warranted to protect the public health, safety and welfare, there does appear to be a hardship to the property owner if the property is not allowed to be rezoned to a City district. As discussed above, the site cannot be developed under the existing County PI zoning. Instead, the property must be rezoned to a City district before building or development permits are approved. The parcels do achieve the City’s projected land use for the property as indicated in the Parkville Master Plan via its Future Land Use map. Disallowing the property to be zoned as requested or to another City district will effectively prevent construction and development creating a hardship on the property owner. Moreover, it appears the community would benefit from the proposed rezoning to a City “R-2” district to allow permits to be issued for the proposed drinking water treatment plant. Missouri American Water processes 3.1 million gallons of water per day for Parkville and Platte County residents. This includes 24/7 service critical to public health, safety and economic vitality.

**4. The adequacy of public utilities and other needed public services**

Development of the site would require extension of public services or in some cases approval of private services. The site is served by the Parkville Sewer District. During staff review of the revised preliminary site plan / development plan, the Parkville Sewer District has confirmed existing sewer service to the west of the subject property parcels, approximately 1,050 lineal feet (+/-) of force sewer main on the west side of the property that serves the South National Subdivision and River Hills Subdivision, as indicated by the City sewer easement in Exhibit E. The proposed drinking water treatment plant will not encroach onto this easement. Other utilities including water, gas and electricity will need to be approved by the prospective utility service providers. Missouri Gas Energy has indicated their ability to provide service to the site given the installation of 1,656' of gas line connecting to an existing main in the River Hills subdivision (See Exhibit F). The development of a drinking water treatment plant should not have significant impacts on public utilities or services.

**5. Consistency with the City’s adopted master plan and applicable City Code.**

The City’s adopted Master Plan projects Residential Neighborhood future land use in the location of the subject property. This land use is primarily intended for single-family, detached residential development, but also may include a variety of supporting residential building types such as clustered or attached single-family units, and townhomes designed to function as a neighborhood, master planned in accordance with the Neighborhood Design Policies and Expectations. This category is appropriate for planned public and semi-public uses designed to be compatible with residential uses, such as schools, religious institutions, and civic uses. The uses permitted in the “R-2” Single-Family Residential District accomplish the intent of this projection.



Excerpt from the adopted *Parkville Master Plan, Land Use Map*. The subject property parcels area is called out. The tan color represents Residential Neighborhood Use projection and the green color represents a Park and Open Space land use projection. The proposed “R-2” zoning district is consistent with the Residential Neighborhood Use projection (tan color).

### **Staff Conclusion and Recommendation**

Staff concludes that: The proposed "R-2" Single-Family Residential District zoning is not out of character with the surrounding zoning and would not significantly impact the zoning or character of the area, and is compatible for the proposed use of the subject property parcels; effects and impacts from the proposed drinking water treatment plant and development permitted under the R-2 zoning, have been mitigated through the plan review process for the revised preliminary site plan / development plan (Case No. PZ16-02D), in conjunction with the application for rezoning, specifically protecting surrounding property, persons and neighborhood values; the site cannot be developed under its current County zoning district; there appears to be no specific gain to the public health, safety and welfare by denying the application for rezoning; there does appear to be a hardship to the property owner if the property is not allowed to be rezoned to a City district since the property cannot be developed under the existing County zoning; the proposed use for the subject property parcels will require the extension of public utilities, but staff does not see the proposed use to have significant impacts on public utilities or services; the area is currently served by emergency services; and the proposed "R-2" Single-Family Residential District zoning would accomplish the City's projected Residential Neighborhood Use future land use.

Following review, staff recommends approval of the application for Zoning Map Revision (Rezone) for the subject property parcels based on the merits of application and the findings and conclusions in this report. Additionally, staff recommends approval of the Zoning Map Revision (Rezone), subject to the following conditions:

- Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

### **Necessary Action**

Following consideration of the application for Zoning Map Revision (Rezone), supporting information, associated exhibits, factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval, approval with conditions, denial, or postpone the application for further consideration. 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 September 20, 2016, in conjunction with the application for final plat (Case No. PZ16-02C) and application for final site plan / development plan (Case No. PZ16-02G), for final action.

*End of Memorandum*

09-07-2016

Stephen Lachky, AICP  
Community Development Director

Date



### Public Hearing Summary

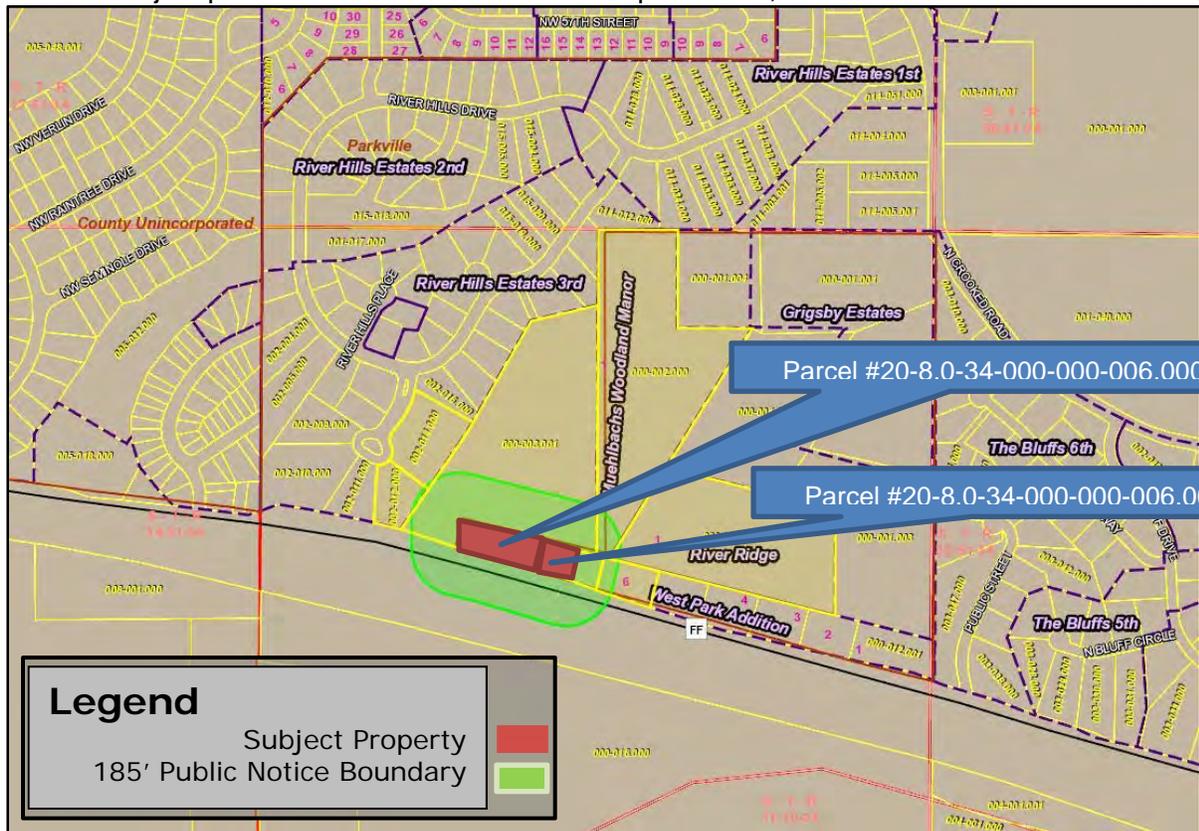
#### September 13, 2016 Hearing at the Parkville Planning & Zoning Commission Meeting

A request to consider an application to rezone two parcels of land — #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and parcel #20-8.0-34-000-000-006.001 (0.3255 acres, more or less) — generally located at 10530 Highway FF, from County “PI” Planned Industrial District to City “R-2” Single-Family Residential District.

Case No. PZ16-02F, Missouri American Water, applicant.

At the regular meeting of the Parkville Planning & Zoning Commission on August 9, 2016, the Planning Commission recommended approval for a Conditional Use Permit application (Case No. PZ16-02A), in conjunction with a revised Preliminary Site Plan / Development Plan application (Case No. PZ16-02D), to construct and operate a drinking water treatment plant at 10550 NW State FF Highway (River Road) within a City “R-2” Single-Family Residential District.

The revised Preliminary Site Plan / Development Plan proposes constructing the drinking water treatment plant on three parcels, including two parcels — 0.76 acres and 0.33 acres respectively — generally located at 10530 Highway FF, currently zoned County “PI” Planned Industrial District. The applicant proposes to rezone the parcels to a City district, concurrent with the existing “R-2” Single-Family Residential District zoning on the abutting parcel to the north, parcel #20-8.0-34-000-000-003.001 (10.01 acres, more or less). Note: This application for rezoning is contingent on approval of Case No. PZ16-02E, a voluntary annexation petition for the two subject parcels to be discussed at the September 6, 2016 Board of Aldermen meeting.



**Legend**

- Subject Property (Red box)
- 185' Public Notice Boundary (Green box)

The parcel numbers may be viewed online using the Platte County GIS map viewer at <http://maps.co.platte.mo.us/>. Parcel numbers can be entered into the address field or located using the general location description above. Parcel #20-8.0-34-000-000-006.000 is currently undeveloped and parcel #20-8.0-34-000-000-006.001 contains an existing metal building. The application will be reviewed against the City of Parkville's Code, including the applicable "R-2" district regulations, Parkville Master Plan and its adopted Future Land Use map, and associated applications. The subject properties depicted in the areas outlined on the map above are legally described below.

### **Legal Descriptions**

#### **Parcel #20-8.0-34-000-000-006.000**

- Brief Legal: WEST PARK ADDITION LOT 8
- *A full legal description can be obtained from the Platte County Recorder of Deeds at (816) 858-3326 or at [plattemo.icounty.gov](http://plattemo.icounty.gov)*

#### **Parcel #20-8.0-34-000-000-006.001**

- Brief Legal: WEST PARK ADDITION W 125' OF LOT 7
- *A full legal description can be obtained from the Platte County Recorder of Deeds at (816) 858-3326 or at [plattemo.icounty.gov](http://plattemo.icounty.gov)*

Copies of the original Application for Zoning Map Revision (Rezoning), associated plans and other supporting documents may be viewed online at [www.parkvillemo.gov/public-hearings](http://www.parkvillemo.gov/public-hearings) or can be viewed at Parkville City Hall (see address on header above). The public hearing to discuss the rezoning will be held on Tuesday, September 13, 2016 at 5:30 p.m. in the Parkville City Hall Board Room at 8880 Clark Avenue, Parkville, MO 64152. The hearing is open to the public and all interested parties are welcome to attend and express opinions before the Planning and Zoning Commission during the hearing.

In addition, you are welcome to submit written comments to be distributed to the Planning & Zoning Commission. Written comments must be received by the Community Development Department on or before 5:00 p.m. Monday, September 5, 2016 to be included in the Commission's materials for consideration prior to the meeting. Comments may be mailed to 8880 Clark Avenue, Parkville, MO, 64152, faxed to 816-741-0013 or emailed to [slachky@parkvillemo.gov](mailto:slachky@parkvillemo.gov). Comments received after that date will be handed out the night of the meeting. For additional questions please contact the Parkville Community Development Department at 816-741-7676.

#### Associated Applications:

1. Case No. PZ16-02A - Application for Conditional Use Permit
2. Case No. PZ16-02C - Application for Final Plat
3. Case No. PZ16-02D - Application for revised Preliminary Site Plan / Development Plan
4. Case No. PZ16-02E - Application for Annexation
5. Case No. PZ16-02G - Application for Final Site Plan / Development Plan

#### Additional online resources:

1. Public Hearing Summary for the associated public hearing application(s) - <http://parkvillemo.gov/public-hearings/>
2. Parkville Zoning Code in its entirety - <http://www.ecode360.com/PA3395-DIV-05>
3. Parkville Master Plan - <http://parkvillemo.gov/departments/community-development-department/master-plan/>
4. Platte County GIS map viewer - <http://maps.co.platte.mo.us/>

## PROPERTY DESCRIPTION

Tract 1: A tract of land situated in the Northeast Quarter (NE  $\frac{1}{4}$ ) of Section 34, Township 51 Range 34, Platte County, Missouri described as follows: Commencing at the Northeast corner of said Northeast Quarter; thence North 89 degrees 38 minutes 09 seconds West, along the North line of said Northeast Quarter, 1,305.84 feet to the Northwest corner of Muehlbach's Woodland Manor, s subdivision in said Platte County; thence South 00 degrees 12 minutes 43 seconds West along the West line of said Muehlbach's Woodland Manor, 1,265.33 feet to the Northerly line of West Park Addition, a subdivision in said Platte County; thence North 75 degrees 51 minutes 06 seconds West , along said North line, 99.68 feet to the Point of Beginning of the tract to be described herein; thence North 75 degrees 51 minutes 06 seconds West, continuing along said Northerly line, 455.00 feet to the Northwest corner of said West Park Addition; thence North 00 degrees 10 minutes 54 seconds East, along the Northerly prolongation of the West line of said West Park Addition, 21.93 feet; thence South 77 degrees 25 minutes 55 seconds East, 460.47 feet; thence South 14 degrees 08 minutes 54 seconds West, 33.98 feet to the Point of Beginning; said tract containing approximately 12,262 sq. ft. or 0.2907 acres.

Tract 2: All of the West Half of Lot 7, West Park Addition, a subdivision in Platte County, Missouri, being described as follows: Beginning at the Northwest corner of said Lot 7; thence South 77 degrees 51 minutes 06 seconds East, along the North line of said Lot 7, 125.00 feet; thence South 14 degrees 08 minutes 54 seconds West, 105.13 feet to the North right-of-way line of Missouri Highway "FF"; thence North 68 degrees 38 minutes 00 seconds West, along said North right-of-way line, 46.97 feet (deed=47.21 feet) to the North right-of-way line of Missouri Highway "FF" as established by a document recorded in Book 923 at Page 53 at the Platte County Recorder's Office; thence South 17 degrees 22 minutes 34 seconds West, continuing along said North right-of-way line, 7.00 feet'; thence North 72 degrees 37 minutes 27 seconds West, continuing along said North right-of-way line, 78.13 feet to the West line of said Lot 7; thence North 14 degrees 08 minutes 54 seconds East, along said West line, 101.81 feet to the Point of Beginning.

Tract 3: All of Lot 8, West Park Addition, a subdivision in Platte County, Missouri, being described as follows: Beginning at the Northwest corner of said Lot 8; thence South 75 degrees 51 minutes 06 seconds East along the North line of said Lot 8, 330.00 feet to the Northeast corner of said Lot 8; thence South 14 degrees 08 minutes 54 seconds West, along the Easterly line of said Lot 8, 101.81 feet to the North right-of-way line of Missouri Highway "FF" as established by a document recorded in Book 923 at Page 53 at the Platte County Recorder's Office; thence North 72 degrees 37 minutes 25 seconds West, along said North right-of-way line, 226.25 feet; thence North 74 degrees 12 minutes 35 seconds West, continuing along said North right-of-way line, 82.58 feet (dee=82.78 feet) to the West line of said Lot 8; thence North 00 degrees 11 minutes 37 seconds East, along the West line of said Lot 8, 89.34 feet to the Point of Beginning.

## **CITY OF PARKVILLE**

### **Policy Report**

Date: Wednesday, September 14, 2016

Prepared By:  
Stephen Lachky, AICP  
Community Development Director

Reviewed By:  
Lauren Palmer  
City Administrator

#### ISSUE:

Adopt an ordinance approving the Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri. Case No. PZ16-02C; Missouri American Water, applicant.

#### BACKGROUND:

The applicant, Missouri American Water, proposes to re-plat three (3) parcels — #20-8.0-34-000-000-003.001 (10.0136 acres, more or less), #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and #20-8.0-34-000-000-006.001 (0.3255 acres, more or less) — into one (1) 11.1037 acre, more or less, parcel in conjunction with a proposed drinking water treatment plant site plan / development plan (Case No. PZ16-02G). The final site plan / development plan (see Attachment 3) shows the proposed operations building and process building crossing over parcel boundaries. Staff cannot issue building permits for structures that cross over property boundaries; as a result, the three parcels will need to be re-platted into a single parcel, as shown on the proposed final plat (see Attachment 4), before construction can occur.

The application was reviewed against the City of Parkville's Municipal Codes, including Chapter 415: "R-2" Single-Family Residential District Regulations, Chapter 467: Height, Area, and Bulk Requirements, and meets all applicable standards and requirements. The primary consideration for approval of the plat is the ability to meet the minimum applicable subdivision regulations and standards for permitted uses, area, width, depth, setbacks, etc. The proposed plat combines the three (3) subject property parcels owned by the applicant into one (1) parcel and doesn't include any new streets or easements of access. The proposed final plat does not affect the existing 20 ft. wide sanitary sewer easement from the River Hills Estates 3<sup>rd</sup> Plat subdivision that runs north-south along the western edge of the Parkville Plant Subdivision plat. Additionally, no new public improvements are proposed or required as part of the final plat.

#### 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. Adopt an ordinance approving the Final Plat as submitted and recommended by the Planning and Zoning Commission.
2. Approve an ordinance, subject to changes directed by the Board of Aldermen.
3. Approve the first reading of the ordinance approving the Final Plat as submitted and recommended by the Planning and Zoning Commission, and postpone the second reading to October 4, 2016.
4. Deny the Final Plat.
5. Postpone the item.

**STAFF RECOMMENDATION:**

Staff recommends the Board of Aldermen approve the first and second readings of the ordinance for Final Plat as submitted and recommended by the Planning and Zoning Commission.

**PLANNING COMMISSION RECOMMENDATION:**

The Planning and Zoning Commission considered the application at its September 13, 2016, regular meeting and concurred with staff's conclusions and recommendation. The Commission recommended approval of the Final Plat by a vote of 7-0.

**POLICY:**

Per Missouri Revised Statutes, Chapter 445, Section 445.030.1, all maps or plats shall be acknowledged by the proprietor before some official authorized by law to take acknowledgements of conveyances of real estate, and recorded in the office of the recorder of deeds of the county in which the land platted is situated; provided, however, that if such map or plat be land situated within the corporate limits of any incorporated city, town or village, it shall not be placed on record until it has been submitted to and approved by the common council of such city, town or village, by ordinance, duly passed and approved by the mayor, and such approval endorsed upon such map or plat under the hand of the clerk and the seal of such city, town, or village. Per Parkville Municipal Code Section 505.030, all plats must be approved by the Board of Aldermen prior to recording.

The Board of Aldermen must approve two readings of the ordinance to become effective. Rule 5, *Agendas*, of the Board's adopted Rules of Order, states "*The first reading of an ordinance will be read on the action agenda and the second and final reading will be read the next subsequent meeting on the consent agenda, unless the item is a time-sensitive matter in which it may be approved during the same meeting. If authorized by the City Administrator, the first reading of an ordinance may be included as part of the consent agenda.*"

**SUGGESTED MOTIONS:**

I move to approve Bill No. 2889, an ordinance approving the Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri, on first reading.

I move to approve Bill No. 2889 on second reading to become Ordinance No. \_\_\_\_.

**ATTACHMENTS:**

1. Proposed Ordinance
2. Application for Final Plat (Case No. PZ16-02C)
3. Final Site Plan / Development Plan; prepared by Black & Veatch Corporation (dated September 9, 2016)
4. Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri; prepared by Midland Surveying, Inc. (dated September 9, 2016)
5. Staff Analysis presented to the Planning and Zoning Commission at the September 13, 2016 regular meeting

**ADDITIONAL EXHIBITS BY REFERENCE:\***

1. Parkville Municipal Code, Title IV, Chapter 415: "*R-2*" *Single-Family Residential District Regulations* (<http://ecode360.com/27901710>)
2. Parkville Municipal Code, Title IV: *Zoning Code* in its entirety (<http://www.ecode360.com/PA3395-DIV-05>)
3. Parkville Municipal Code, Title IV, Chapter 467: *Height, Area, and Bulk Requirements* (<http://www.ecode360.com/27902586>)

**ITEM 5C**  
**For 09-20-16**  
**Board of Aldermen Meeting**

4. Parkville Municipal Code, Title V, Chapter 505: *Subdivisions*  
(<http://www.ecode360.com/27903031>)
5. Planning and Zoning Commission Special Workshop (04/20/16) Meeting Minutes  
(<http://parkvillemo.gov/download/pz-minutes/PZWorkshopMinutes042016.pdf>)
6. Planning and Zoning Commission (06/14/16) Regular Meeting Minutes  
(<http://parkvillemo.gov/download/pz-minutes/PZMinutes061416.pdf>)
7. Planning and Zoning Commission (08/09/16) Regular Meeting Minutes  
(<http://parkvillemo.gov/download/pz-minutes/PZMinutes080916.pdf>)
8. Planning and Zoning Commission (09/13/16) Regular Meeting Minutes
9. Exhibits presented to Planning and Zoning Commission at June 14, 2016 public hearing
10. Exhibits presented to Planning and Zoning Commission at August 9, 2016 public hearing
11. Exhibits presented to Planning and Zoning Commission at September 13, 2016 regular meeting
12. Case No. PZ16-02A - Application for Conditional Use Permit
13. Case No. PZ16-02B - Application for Preliminary Site Plan / Development Plan
14. Case No. PZ16-02D - Application for Revised Preliminary Site Plan / Development Plan
15. Case No. PZ16-02E - Application for Annexation
16. Case No. PZ16-02F - Application for Zoning Map Revision (Rezoning)
17. Case No. PZ16-02G - Application for Final Site Plan / Development Plan
18. Ordinance No. 2854
19. Ordinance No. 2855

\*Printed copies of referenced materials may be provided on request. Original materials are available for viewing at Parkville City Hall.

**AN ORDINANCE APPROVING THE PARKVILLE PLANT SUBDIVISION, FINAL PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI**

WHEREAS, by application PZ16-02-C, Missouri American Water, property owner, petitioned to Final Plat of the Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri, attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, the applicant, Missouri American Water, proposes to re-plat three (3) parcels — #20-8.0-34-000-000-003.001 (10.0136 acres, more or less), #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and #20-8.0-34-000-000-006.001 (0.3255 acres, more or less) — into one (1) 11.1037 acre, more or less, parcel in conjunction with a proposed drinking water treatment plant final site plan / development plan (Case No. PZ16-02G); and

WHEREAS the application was reviewed by staff against the Parkville Municipal Codes, including the Zoning Code and Subdivision regulations, and meets all applicable standards and requirements; and

WHEREAS, at their September 13, 2016 regular meeting, the Parkville Planning and Zoning Commission considered the application and unanimously recommended approval subject to staff recommended conditions (contained herein) by a vote of 7-0; and

WHEREAS, the proposed plat does not include any new streets or easements of access, does not affect existing utilities and no new public improvements are proposed or required; and

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

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

SECTION 1. The Final Plat of the Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri, attached hereto and incorporated herein by reference as Exhibit A, is hereby approved.

SECTION 2. The applicant is hereby directed to have the plat recorded in the office of the Platte County Recorder of Deeds following execution, and is responsible for paying all recording fees.

SECTION 3. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 20<sup>th</sup> day of September 2016.

\_\_\_\_\_  
Mayor Nanette K. Johnston

ATTESTED:

\_\_\_\_\_  
City Clerk Melissa McChesney



Application #: 16-02C  
Date Submitted: 08-12-16  
Public Hearing: 09-13-16  
Date Approved: \_\_\_\_\_

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

Application for Final Plat

1. Applicant / Contact Information

Applicant(s)

Name: Kenneth E. Stecher  
Address: Missouri American Water Company  
727 Crab Road, Creve Coeur, Missouri  
City, State: \_\_\_\_\_  
Phone: 314-996-2307 Fax: 314-569-3973  
E-mail: Kenneth.Stecher@amwater.com

Owner(s), if different from applicant

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Engineer and/or surveyor(s) preparing plat

Name: MIDLAND SURVEYING, INC  
Address: 4784 FREDERICK BLVD.  
City, State: ST. JOE, MO  
Phone: 816-233-7900 Fax: 816-233-4852  
E-mail: DMATTSON@MIDLANDSURVEYING.COM

Contact Person

Name: \_\_\_\_\_  
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 fines, punishments, and revocation of approvals as applicable.

Applicant's Signature (Required) Kenneth Stecher Date: 8-12-16  
Property Owner's Signature (Required) Kenneth Stecher Date: 8-12-16

2. Property Information

Name and phase of plat: \_\_\_\_\_  
Final plat in substantial conformance with approved preliminary plat? \_\_\_\_\_  
If not, explain: \_\_\_\_\_

Zoning district: "R-2" Single-Family Residential Anticipated uses: Water Treatment Facility  
Acreage of this phase: 11.1 Number of lots: 1  
Minimum lot size: 11.1 Density of development: 0

3. Additional Factors affecting the project

Please include other comments or factors relating to the proposed subdivision in an attached narrative.

**All public improvements must be designed to city standards and require approval, guarantees and permits prior to installation.**

Improvement plans submitted and approved for:

Streets and access: \_\_\_\_\_  
Date approved

Length of new streets: \_\_\_\_\_

Surface material: \_\_\_\_\_ Maximum grade: \_\_\_\_\_

Sanitary sewer: \_\_\_\_\_  
Entity and date approved

Missouri Department of Natural Resources approval: \_\_\_\_\_  
Date approved

Water: \_\_\_\_\_  
Entity and date approved

Erosion and sediment control as per NPDES II: \_\_\_\_\_  
Date approved

Flood plain development permit (if required): \_\_\_\_\_  
Date approved

- Completed application, including plat with all required details and supporting data.
- Nonrefundable application fee of \$300.00 and \$5.00 per lot (minimum \$305.00).
- Submit twelve (12) copies of the final plat (24" x 36" or larger) and any supporting documentation, and one electronic copy (pdf) of the same for initial review by city staff and utility and service providers. Note that prior to Planning Commission and Board of Aldermen consideration additional copies will be required.
- Authorization signature of the owner of record of the property to be platted.
- Copy of any covenants and/or deed restrictions to be recorded with the Plat.
- Executed deed of release for any right-of-way dedicated to the city.
- Guarantees in the form of performance bonds or other city approved instrument ensuring the satisfactory completion of public improvements. The maintenance period for public improvements is two (2) years.

Application accepted as complete by: \_\_\_\_\_  
Name/Title Date

Application fee payment: : Check # \_\_\_\_\_ M.O. \_\_\_\_\_ Cash \_\_\_\_\_  
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: \_\_\_\_\_

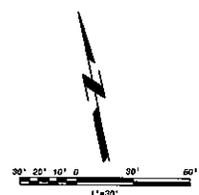
MILLEN, JACK C & MARNEY K  
 10500 HENRIETTA PRINCE  
 PARKVILLE, MO 64152  
 PARCEL ID 20-8.0-34-100-002-014.000  
 ZONED: RESIDENTIAL

SIMON, JOHN & MARY  
 10500 HENRIETTA PRINCE  
 PARKVILLE, MO 64152  
 PARCEL ID 20-8.0-34-100-002-012.000  
 ZONED: RESIDENTIAL

STEWART, JAMES E & MARY A  
 10500 NW HWY FF  
 PLATTE COUNTY, MO 64070  
 PARCEL ID 20-8.0-34-000-000-007.000  
 ZONED: COMMERCIAL

SIMON INVESTMENT PROPERTIES LLC  
 10404 NW HWY FF  
 PLATTE COUNTY, MO 64070  
 PARCEL ID 20-8.0-34-000-000-008.000  
 ZONED: COMMERCIAL

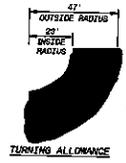
SITE ADDRESS: 10550 NW HIGHWAY FF, 10530 NW HIGHWAY FF  
 ACREAGE: 11.10 ACRES



- LIGHTING**
- ALL FIXTURES ARE TO BE WALL MOUNTED WITH TYPE 4 DISTRIBUTION AND WELL-SCREENED OUTGOFF (ONE FIXTURE PER LOCATION)
- 1) WALL MOUNTED AT 10' ABOVE GRADE
  - 2) WALL MOUNTED AT 25' ABOVE GRADE AND FOR TASK AREA AROUND UNLOADING
  - 3) 25' ABOVE GRADE 0 SILCO EXTERIOR
  - 4) POLE MOUNTED ON 15' POLE WITH 2'-6" CONCRETE BASE
  - 5) POLE MOUNTED TWO FIXTURES, BACK TO BACK ON 15' POLE MOUNTED TO SIDE OF PLATFORM ON TOP OF CLARIFIER.
  - 6) POLE MOUNTED ON 16' POLE MOUNTED TO SIDE OF STAIR TOP PLATFORM AT TOP OF CLARIFIER NEAR Aerator, (SWITCHED)



MUEHLBACH, GEORGE & VERONICA TRUST  
 12804 W CROCKER RD  
 PLATTE COUNTY, MO 64152  
 PARCEL ID 20-8.0-34-000-000-002.000  
 ZONED: RESIDENTIAL



MISSOURI-AMERICAN WATER CO.  
 PARKVILLE DISTRICT  
 WATER TREATMENT PLANT  
 PARKVILLE, MO

PROFESSIONAL ENGINEER  
 LICENSE NO. 17412  
 DOCUMENT NO. 17412-001  
 SHEET NO. 17412-001-001

REVISIONS:

NO.	DATE	DESCRIPTION

CIVIL  
 CORRELATIONAL USE  
 SITE PLAN

WHEN THIS DRAWING IS REPRODUCED AT OTHER SCALES THIS BAR = 1 INCH

1" = 10'

FIGURE 1



## Staff Analysis

Agenda Item: 5.A

Proposal: Application for Final Plat of the Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri.

Case No: PZ16-02C

Applicant: Missouri American Water Company

Owner: Missouri American Water Company

Location: 10550 and 10530 NW FF Highway, Parkville, MO

Zoning: "R-2" Single-Family Residential District (contingent on Case No. PZ16-02F – approval of Zoning Map Revision [Rezoning])

Parcel #: All of parcel 20-8.0-34-000-000-003.001, 20-8.0-34-000-000-006.000, and 20-8.0-34-000-000-006.001

Exhibits:

- A. This staff report
- B. Application for Final Plat
- C. Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri; prepared by Midland Surveying, Inc. (dated September 9, 2016)
- D. Final Site Plan / Development Plan; prepared by Black & Veatch Corporation (dated September 9, 2016)
- E. Additional information as may be submitted during the meeting

By Reference:

- A. Parkville Municipal Code, Title IV, Chapter 415: "R-2" Single-Family Residential District Regulations (<http://ecode360.com/27901710>)
- B. Parkville Municipal Code, Title IV: Zoning Code in its entirety (<http://www.ecode360.com/PA3395-DIV-05>)
- C. Parkville Municipal Code, Title IV, Chapter 467: Height, Area, and Bulk Requirements (<http://www.ecode360.com/27902586>)
- D. Parkville Municipal Code, Title V, Chapter 505: Subdivisions (<http://www.ecode360.com/27903031>)
- E. Planning and Zoning Commission Special Workshop (04/20/16) Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZWorkshopMinutes042016.pdf>)
- F. Planning and Zoning Commission (06/14/16) Regular Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZMinutes061416.pdf>)
- G. Planning and Zoning Commission (08/09/16) Regular Meeting Minutes (draft minutes attached in this meeting packet)
- H. Exhibits presented to Planning and Zoning Commission at June 14, 2016 public hearing
- I. Exhibits presented to Planning and Zoning Commission at August 9, 2016 public hearing

- J. Case No. PZ16-02A - Application for Conditional Use Permit
  - K. Case No. PZ16-02B - Application for Preliminary Site Plan / Development Plan
  - L. Case No. PZ16-02D - Application for Revised Preliminary Site Plan / Development Plan
  - M. Case No. PZ16-02E - Application for Annexation
  - N. Case No. PZ16-02F - Application for Zoning Map Revision (Rezoning)
  - O. Case No. PZ16-02G - Application for Final Site Plan / Development Plan
  - P. Ordinance No. 2854
  - Q. Ordinance No. 2855
-

## Overview

The applicant, Missouri American Water, proposes to re-plat three (3) parcels — #20-8.0-34-000-000-003.001 (10.0136 acres, more or less), #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and #20-8.0-34-000-000-006.001 (0.3255 acres, more or less) — into one (1) 11.1037 acre, more or less, parcel in conjunction with a proposed drinking water treatment plant site plan / development plan (Case No. PZ16-02G). The final site plan / development plan (see Exhibit D) shows the proposed operations building and process building crossing over parcel boundaries. Staff cannot issue building permits for structures that cross over property boundaries; as a result, the three parcels will need to be re-platted into a single parcel, as shown on the proposed final plat (see Exhibit C), before construction can occur. This proposed re-plat is in conjunction with an application for Zoning Map Revision (Rezoning; Case No. PZ16-02F) and application for Final Site Plan / Development Plan to construct and operate a drinking water treatment plant (Case No. PZ16-02G).

## Review and Analysis

The application was reviewed against the City of Parkville's Municipal Codes, including the "R-2" Single-Family Residential District regulations (Chapter 415), height, area and bulk requirements (Chapter 467) and subdivision regulations (Chapter 505), and meets all applicable standards and requirements. The primary consideration for approval of the plat is the ability to meet the minimum applicable subdivision regulations and standards for permitted uses, area, width, depth, setbacks, etc. The proposed plat combines the three (3) subject property parcels owned by the applicant into one (1) parcel and doesn't include any new streets or easements of access. The proposed final plat does not affect the existing 20' wide sanitary sewer easement from the River Hills Estates 3<sup>rd</sup> Plat subdivision that runs north-south along the western edge of the Parkville Plant Subdivision plat. Additionally, no new public improvements are proposed or required as part of the final plat. The following is a summary of our review:

1. **Area, Width, Depth and Setbacks** – The proposed re-platted area meets the minimum area, width, depth and setback requirements for the R-2 district. Per Parkville Municipal Code Chapter 467, the minimum lot area for the R-2 district is 10,000 square feet and there is no additional area requirement for the non-residential use. The proposed parcel area is 479,467 square feet. The minimum required width is 75 feet, the minimum required depth is 100 ft. The proposed parcel area exceeds this minimum. Lastly, the district requires a minimum 25 foot front setback, 30 foot rear setback and 10 foot side setback. The layout proposed exceeds these setbacks.
2. **Utilities** – The proposed plat shows the existing 20' wide sanitary sewer easement from the River Hills Estates 3<sup>rd</sup> Plat subdivision that runs north-south along the western edge of the proposed final plat. Further, the applicant has provided a 15' utility easement (designated as "U/E" on Exhibit C) for the purpose the purpose of locating, constructing, operating and maintaining facilities for water, gas, electricity, sewage, telephone, cable TV and surface drainage including but not limited to, underground pipes and conduits, pad mounted transformers, and service pedestals; if needed in the future.
3. **Parkland Dedication** – No parkland dedication is required as part of this application since there are no single-family, duplex, or multi-family units in the proposed subdivision.

## Staff Conclusion and Recommendation

Based on the final plat and supporting information submitted to date, Staff concludes that all applicable standards and requirements have been met. Accordingly, staff recommends approval of the proposed *Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri* subject to the following conditions:

- Any other conditions deemed necessary by the Planning Commission.

**Necessary Action**

Following consideration of the final plat and supporting materials, associated exhibits, factors discussed above and any testimony presented during the regular meeting, the Planning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. 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 September 20, 2016, in conjunction with the application for zoning map revision (rezoning; Case No. PZ16-02F) and application for final site plan / development plan (Case No. PZ16-02G), for final action.

*End of Memorandum*

09-09-16

Stephen Lachky, AICP  
Community Development Director

## **CITY OF PARKVILLE**

### **Policy Report**

DATE: Wednesday, September 14, 2016

PREPARED BY:  
Stephen Lachky, AICP  
Community Development Director

REVIEWED BY:  
Lauren Palmer  
City Administrator

ISSUE:

Approve a final site plan / development plan for a drinking water treatment plant at 10550 NW FF Highway, Parkville, MO, in a City "R-2" Single-Family Residential District, on property totaling 11.10 acres, more or less, located approximately 1 mile west of Main St. on NW FF Hwy and abutting NW FF Hwy. Case No. PZ16-02G; Missouri American Water Company, applicant.

BACKGROUND:

Missouri American Water currently operates a drinking water treatment plant at 101 E 1<sup>st</sup> St. in downtown Parkville. The location has been operating as a drinking water facility under various ownerships for about 100 years and the facility currently processes 3.1 million gallons of water per day for Parkville and Platte County residents. The existing facility in downtown Parkville is in need of renovation and upgrades, and the applicant proposes a new modernized drinking water plant to help facilitate increased usage from area residents during peak hour demand. The applicant looked at upgrading the current facility at 101 E 1<sup>st</sup> St.; however, costs for modernizing the current location were substantially greater than the proposed location. Missouri American Water proposes to construct and operate its new drinking water treatment plant at 10550 NW FF Hwy on property totaling 11.10 acres, more or less, approximately 1 mile west of Main St. (See Attachment 2). This location was selected due to its close proximity to Missouri American Water's existing underground wells along the Missouri River, adjacent to Platte Landing Park.

The final site plan / development plan (See Attachment 3) proposes two (2) enclosed structures consisting of a 9,650 sq. ft. administrative office, two (2) water clarifiers and a pumping station enclosed within a 6,200 sq. ft. building, one (1) unenclosed water equalization basin, one (1) detention basin, two (2) silo structures generally 50ft. in height, 21 parking spaces (including one [1] required accessible parking space), internal circulation drives around the site, and one (1) point of access at NW FF Highway/NW River Rd via an existing right-in, right-out access point. The buildings will be constructed of tilt-up concrete panels with form linear texture. The proposed color scheme is a one-tone, red brick scheme of applied paint, with aluminum finishes on all exterior doors, tops of walls, metal scuppers and downspouts. (See Attachments 4 and 5). The applicant also submitted pavement type and joint plans (See Attachment 6) exterior lighting information (See Attachment 7) and indicated the location of fixtures, height, and bulb type on the final site plans. Landscape information showing the location of all landscaping, buffering and screening materials proposed is provided on the final site plans as well.

On April 20, 2016, the Planning and Zoning Commission held a special workshop with the applicant to address initial questions by the applicant and questions the Commission had pertaining to topography, landscaping, site orientation & traffic circulation, hours of operation, security and potential impacts on adjacent properties, including noise and smell concerns. On June 14, 2016, the Planning and Zoning Commission held a public hearing to consider an application for Conditional Use Permit (CUP) in conjunction with a preliminary site plan / development plan. The Commission discussed the merits of the proposed development, design aesthetics, site location, relocating vs. retrofitting the current plant located at 101 E 1<sup>st</sup> St. in downtown Parkville, topography and existing vegetation, land disturbance, height elevations and

distances to nearby residences, noise concerns, hours of operation, truck deliveries, and ability for emergency responders to access the site. Members of the public commented at the hearing as well.

Following the meeting, the applicant made revisions to its site design to reduce construction costs and incorporate feedback from the public hearing. On August 9, 2016, the Planning and Zoning Commission held a public hearing to consider the application for CUP in conjunction with a revised preliminary site plan / development plan (See Attachment 8). The Commission discussed the merits of the proposed development again, specifically addressing the substantial changes from the previous plan. In summary, the revised plan includes a smaller overall site footprint, positions the operations and process buildings farther away from the River Hills Estates subdivision and closer to the existing industrial use buildings in unincorporated Platte County, provides better noise shielding from delivery trucks, and preserves more existing trees and vegetation which provides a better visual buffer from adjacent properties. Staff analysis documents presented to the Planning and Zoning Commission during the special workshop and public hearings are incorporated herein by reference; as well as all exhibits presented at the meetings and meeting minutes.

On September 6, 2016, the Board of Aldermen adopted Ordinance No. 2855 approving a Conditional Use Permit (CUP) for Missouri American Water to construct and operate a drinking water treatment plant at 10550 NW FF Highway, Parkville, MO. Additionally, following a public hearing, the Board of Aldermen adopted Ordinance No. 2854 extending the limits of the City of Parkville to include the described real estate generally located at 10530 Highway FF in unincorporated Platte County, MO: Parcel #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and parcel #20-8.0-34-000-000-006.001 (0.3255 acres, more or less). The proposed site plan / development plan includes these two parcels.

**PLANNING AND ZONING COMMISSION RECOMMENDATION:**

On September 13, 2016, the Planning and Zoning Commission concluded that the final site plan / development plan is substantially consistent with the approved preliminary site plan / development plan (Case No. PZ16-02D), that all conditions of preliminary plan approval have been met with exceptions noted, and unanimously voted (7 to 0) to recommend the Board of Aldermen approve the final site plan / development plan (Case No. PZ16-02G), subject to the following staff conditions:

- Prior to issuance of a site development permit, the developer's engineer shall verify the location of the public force main and associated sewer easements.
- Prior to issuance of a site development permit, the developer shall prepare and execute any additional easements necessary for the existing force main.
- Prior to issuance of a site development permit, the developer and City shall enter into a sewer agreement to serve the subject property.
- Prior to issuance of a site development permit, the developer shall remit payment to the City for the sewer connection fees.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit sanitary sewer plans for any improvements to the sewer main and associated sewer service connections. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit erosion and sediment control plans. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit a final stormwater management study that includes the details and calculations

for the stormwater detention and stormwater treatment facilities associated with the proposed improvements. The study shall be reviewed and approved by the Public Works Director prior to issuance of any site development permits.

**STAFF RECOMMENDATION:**

Staff recommends the Board of Aldermen approve the final site plan / development plan for a drinking water treatment plant at 10550 NW FF Highway, Parkville, MO as recommended by the Planning and Zoning Commission and subject to staff conditions.

**BUDGET IMPACT:**

With the exception of application and permit fees collected, there is no immediate budget impact. Long-term impacts would be realized from changes in property taxes and sales taxes collected from the site and proposed development, and impacts to the same for area properties and other businesses.

**ALTERNATIVES:**

1. Approve the final site plan / development plan subject to conditions as recommended by staff and the Planning and Zoning Commission.
2. Approve the final site plan / development plan subject to other stated conditions by the Board of Aldermen.
3. Deny the application.
4. Postpone the item.

**POLICY:**

Per Parkville Municipal Code, Title IV, 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. The final site plan / development plan should be determined to be in substantial compliance with the previously approved preliminary site plan / development plan.

**SUGGESTED MOTION:**

I move to approve the final site plan / development plan for a drinking water treatment plant at 10550 NW FF Highway, Parkville, MO, subject to conditions as listed in the policy report.

**ATTACHMENTS:**

1. Application for final site plan / development plan (Case No. PZ16-02G)
2. Subject Area Property Map
3. Final Site Plan / Development Plan; prepared by Black & Veatch Corporation (dated September 9, 2016)
4. Conceptual Imagery of Proposed Facility
5. Architectural Details; prepared by Black & Veatch Corporation (dated August 15, 2016)
6. Pavement Type and Joint Plans; prepared by Black & Veatch Corporation (dated August 15, 2016)
7. Exterior Lighting Information
8. Revised Preliminary Site Plan / Development Plan; prepared by Black & Veatch Corporation (dated July 5, 2016).
9. Survey of Property; prepared by Midland Surveying, Inc. (dated May 3, 2016)
10. 1<sup>st</sup> Submission Review Comments from Community Development Director, Stephen Lachky (dated August 18, 2016)
11. Memorandum from Ken Stecher, Missouri American Water, addressing 1<sup>st</sup> submission review comments (dated September 1, 2016)
12. Memo from Public Works Director, Alysén Abel (dated September 6, 2016)

13. Staff Analysis presented to Planning and Zoning Commission at their regular meeting on September 13, 2016
14. Approval Flow Chart
15. Additional exhibits as may be presented at the Board of Aldermen meeting

**ADDITIONAL EXHIBITS BY REFERENCE:\***

1. Parkville Municipal Code, Title IV, Chapter 470: *Supplementary Use Regulations – Conditional Uses* (<http://www.ecode360.com/27902588>)
2. Parkville Municipal Code, Title IV, Chapter 415: *“R-2” Single-Family Residential District Regulations* (<http://ecode360.com/27901710>)
3. Parkville Municipal Code, Title IV: *Zoning Code* in its entirety (<http://www.ecode360.com/PA3395-DIV-05>)
4. Parkville Municipal Code, Title V, Chapter 505: *Subdivisions* (<http://www.ecode360.com/27903031>)
5. Parkville Master Plan (<http://parkvillemo.gov/departments/community-development-department/master-plan/>)
6. Planning and Zoning Commission Special Workshop (04/20/16) Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZWorkshopMinutes042016.pdf>)
7. Planning and Zoning Commission (06/14/16) Regular Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZMinutes061416.pdf>)
8. Planning and Zoning Commission (08/09/16) Regular Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZMinutes080916.pdf>)
9. Planning and Zoning Commission (09/13/16) Regular Meeting Minutes
10. Exhibits presented to Planning and Zoning Commission at June 14, 2016 public hearing
11. Exhibits presented to Planning and Zoning Commission at August 9, 2016 public hearing
12. Exhibits presented to Planning and Zoning Commission at September 13, 2016 regular meeting
13. Storm Water Drainage Study; prepared by TREKK Design Group, LLC (dated August 19, 2016)
14. Case No. PZ16-02A - Application for Conditional Use Permit
15. Case No. PZ16-02B - Application for Preliminary Site Plan / Development Plan
16. Case No. PZ16-02C - Application for Final Plat
17. Case No. PZ16-02D - Application for Revised Preliminary Site Plan / Development Plan
18. Case No. PZ16-02E - Application for Annexation
19. Case No. PZ16-02F - Application for Zoning Map Revision (Rezoning)
20. Ordinance No. 2854
21. Ordinance No. 2855

\*Printed copies of referenced materials may be provided on request. Original materials are available for viewing at Parkville City Hall.



Application #: 16-02G  
 Date Submitted: 08-12-16  
 Meeting Date: 09-13-16  
 Date Approved: \_\_\_\_\_

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

**Site Plan / Development Plan Application**

**1. Applicant / Contact Information**

**Applicant(s)**

Name: Kenneth E. Stecher  
 Company: Missouri American Water Company  
 Address: 727 Craig Road  
 City, State: Creve Coeur, Missouri  
 Phone: 314-996-2307 Fax: 314-569-3972  
 E-mail: Kenneth.Stecher@amwater.com

**Person(s) preparing plans**

Name: Ben Freese  
 Company: Black & Veatch  
 Address: 16305 Swingly Ridge Road, Ste. 230  
 City, State: Chesterfield, Missouri 63017  
 Phone: 636-536-5822 Fax: 636-536-1123  
 E-mail: freesebp@bv.com

**Owner(s), if different from applicant**

Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

**Contact Person, if different from applicant**

Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 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 fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) Kenneth Stecher Date: 8-11-16

Property Owner's Signature (Required) Kenneth Stecher Date: 8-11-16

**2. Property Information**

Zoning district: "R-2" Single-Family Residential  
 Address and general location: 10550 Hwy FF  
 Legal description (may be attached): \_\_\_\_\_

Description of proposed use(s): Water Treatment Facility

Gross acreage of lot: 11.1 Net acreage of lot: \_\_\_\_\_  
 Open space acreage: \_\_\_\_\_ Lot coverage: \_\_\_\_\_

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

**3. Factors affecting the project**

Are any public improvements required for this project? Yes

Explain (may be attached): Access off of Hwy FF. New Water Mains along Hwy FF

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):

**4. 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: Stephen Lachky, Community Development Director 08-12-16  
Name/Title Date

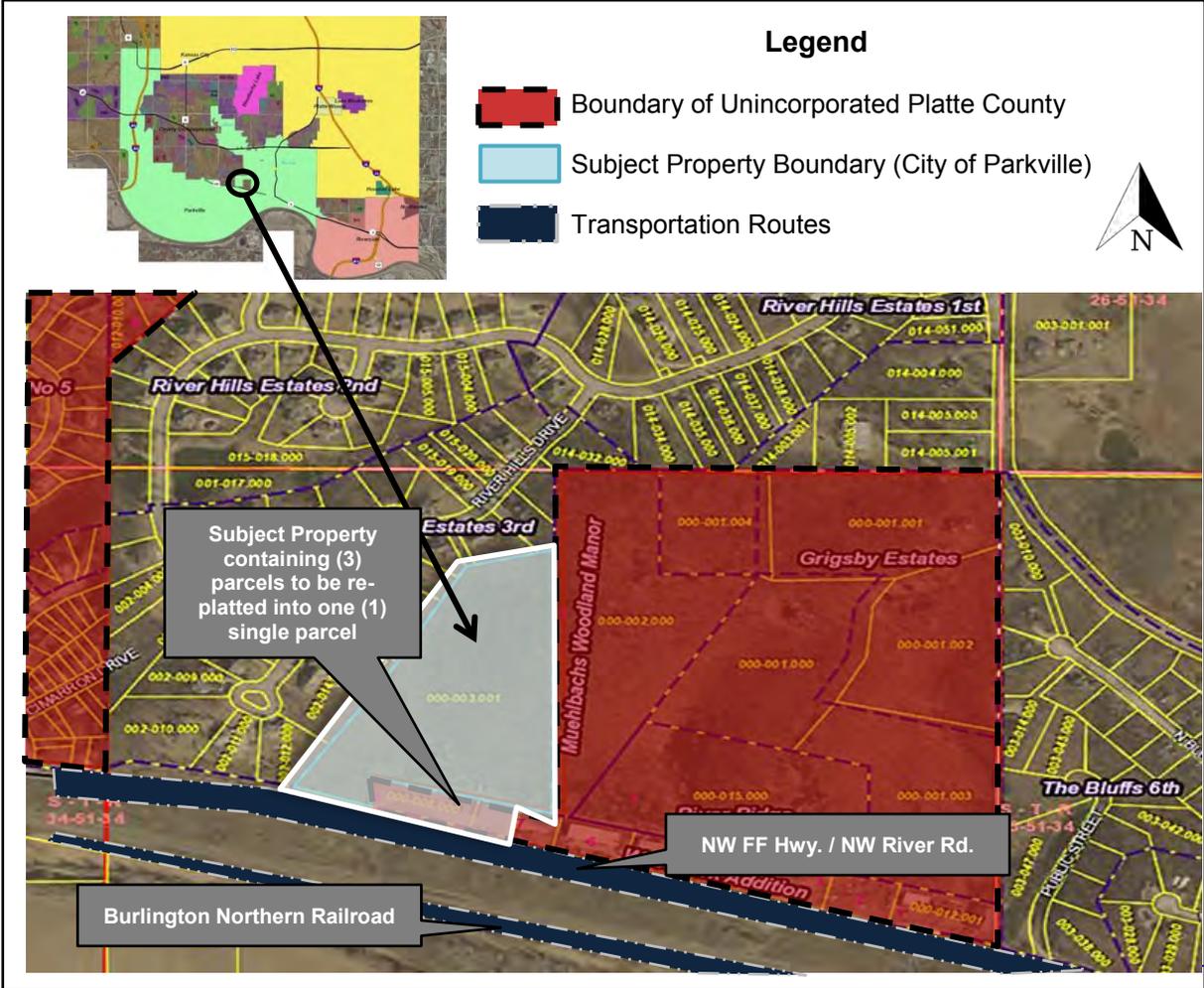
Application fee payment:  Check # \_\_\_\_\_  M.O. \_\_\_\_\_  Cash Received from: CC-VISA  
Scott Keith

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: \_\_\_\_\_

# Subject Area Property Map

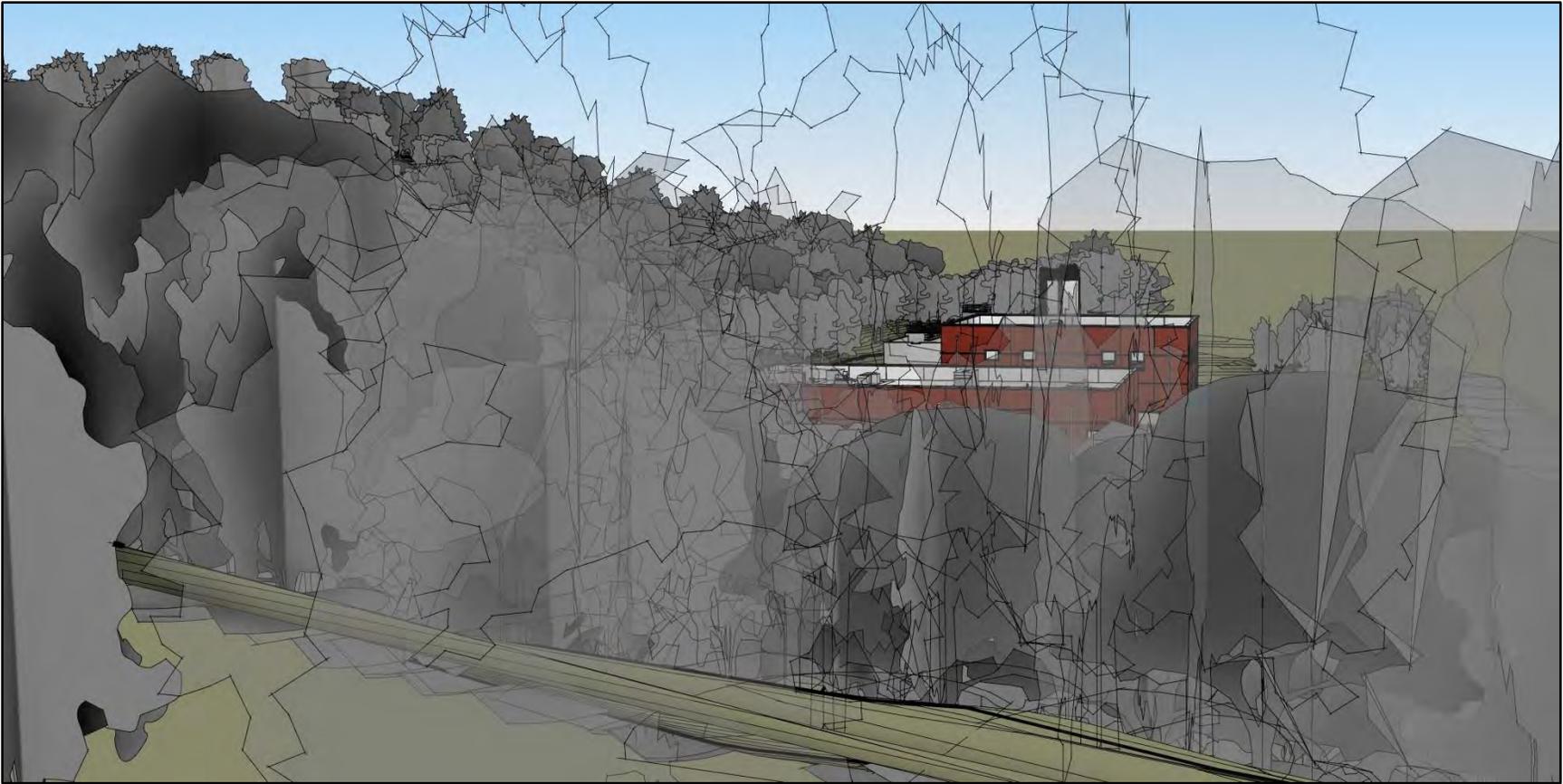




# Conceptual Imagery of Proposed Facility



View looking towards the northeast from NW Hwy FF



View looking towards the east from hilltop in River Hills Estates subdivision

The concrete tilt-up panels are currently proposed to have a one-tone color scheme. All color will be field applied paint. Final color selection has not been determined yet. The proposed color scheme will be red brick.

The concrete tilt-up panels will also have a pattern formed into the concrete. The final pattern has not been determined yet. See below for a formliner example pattern.



All exterior doors will be prefinished aluminum or FRP. Colors will be selected to blend with final building paint colors. (Dark bronze is a typical color selection).

The top of all walls will be capped with prefinished aluminum coping.

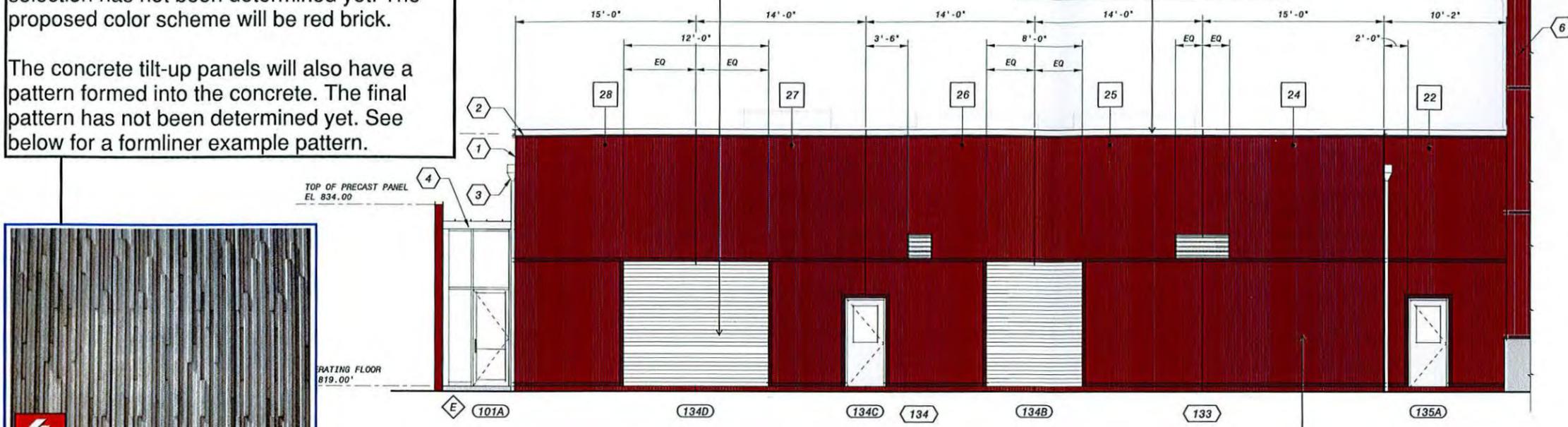
- GENERAL SHEET NOTES**
- SEE SHEET FA12 AND FA13 FOR TILT-UP PANEL ELEVATIONS.
- SHEET KEYNOTES**
- INSULATED TILT-UP CONCRETE PANEL.
  - PANEL ACCENT REVEAL, TYPICAL.
  - PREFINISHED METAL SCUPPER COLLECTOR HEAD & DOWNSPOUT.
  - PREFINISHED METAL ROOF SYSTEM OVER INSULATION AND STRUCTURAL METAL DECKING.
  - PRE-ENGINEERED PARKING CANOPY WITH PREFINISHED METAL ROOF SYSTEM, SEE SHEET FA06.
  - PROCESS BUILDING, SEE EA SHEETS.
  - TILT-UP CONCRETE PANEL.

**Black & Veatch Architects, LLC**  
 8400 Ward Parkway  
 Kansas City, Missouri 64114

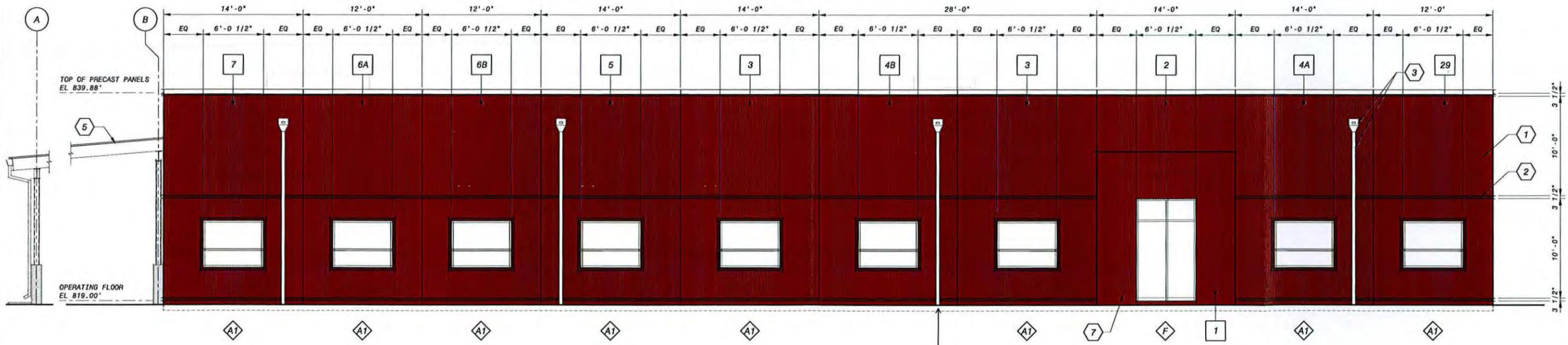
**Black & Veatch Corporation**  
 16305 Swinley Ridge Road, Suite 230  
 Chesterfield, MO, 63073  
 636.536.5800  
 Engineering License No. 1646

**MISSOURI AMERICAN WATER**  
 777 CHICAGO ROAD, ST. LOUIS, MISSOURI 63101

**MISSOURI-AMERICAN WATER CO.**  
 PARKVILLE DISTRICT  
 WATER TREATMENT PLANT  
 PARKVILLE, MO

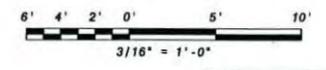


**SOUTH ELEVATION**  
 3/16" = 1'-0"



**WEST ELEVATION**  
 3/16" = 1'-0"

Metal scuppers and downspouts will be prefinished aluminum and color will match the coping and door/window frames. (Dark bronze is a typical color selection).



WHEN THIS DRAWING IS REPRODUCED AT ORIGINAL SCALE THIS BAR = 1 INCH

PROFESSIONAL CERTIFICATION  
 I HEREBY CERTIFY THAT THIS DOCUMENT WAS PREPARED OR APPROVED BY PHILIP D. REISER ARCHITECT UNDER THE LAWS OF THE STATE OF MISSOURI LICENSE NO. A-201403246 EXPIRATION: 12/31/2018

**REVISIONS:**

NO.	DATE	DESCRIPTION
-	8/15/2016	WORK SUBMITTAL

DRAWN BY: JAY  
 CHECKED BY: DSD  
 FILE NO: OPERBLDG.rvt  
 PROJ. NO.: 191489  
 ISSUE DATE: 08/15/2016  
 DRAWING TITLE: ARCHITECTURAL OPERATIONS BUILDING SOUTH & WEST BUILDING ELEVATIONS

DRAWING NO.: **FA09**

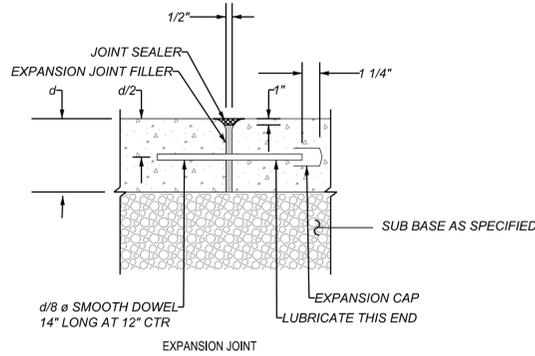
**PAVEMENT JOINT PLAN NOTES:**

1. LONGITUDINAL JOINT SPACING SHALL NOT EXCEED 14 FEET.
2. TRANSVERSE JOINT SPACING SHALL NOT EXCEED 15 FEET.
3. CONTRACTION JOINTS SHALL BE CONTINUOUS THROUGH THE CURB AND HAVE A DEPTH TO 1/3 OF THE PAVEMENT THICKNESS. EXPANSION JOINT FILLER SHALL BE FULL DEPTH AND EXTEND THROUGH THE CURB.
4. MINOR ADJUSTMENTS IN JOINT LOCATION MAY BE MADE BY SKEWING OR SHIFTING TO MEET BOXED CUTS FOR UTILITY APPURTENANCES.
5. ALL UTILITY APPURTENANCES SHALL BE BOXED OUT AND ISOLATED USING EXPANSION JOINT FILLER.
6. DETAIL A OR DETAIL D APPLY TO COLD JOINTS.
7. DETAIL B SHALL BE USED AROUND THE PERIMETER OF THE PROPOSED CONCRETE PAVEMENT AND AT THE ASPHALT/ CONCRETE PAVEMENT INTERFACE.

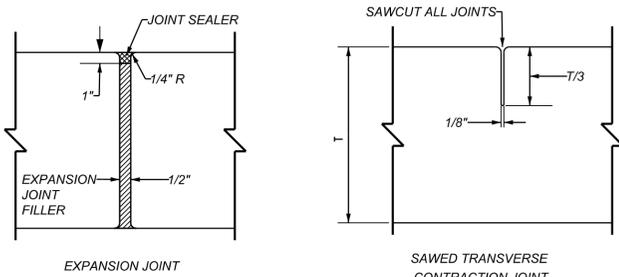
BOLLARDS ID	NORTH COORDINATES	EAST COORDINATES
B1	1102254.01	2731369.67
B2	1102238.65	2731431.80
B3	1102145.75	2731480.38
B4	1102141.68	2731496.85
B5	1102096.13	2731507.48
B6	1102087.40	2731505.32
B7	1102080.28	2731503.56
B8	1102067.66	2731500.44
B9	1102106.31	2731535.83
B10	1102086.90	2731531.03
B11	1102065.99	2731525.86
B12	1102053.36	2731522.75
B13	1102039.89	2731468.98
B14	1102047.41	2731438.57
B15	1102048.92	2731432.44
B16	1102062.09	2731406.96

**LEGEND:**

- LIMITS OF DISTURBANCE
- CONCRETE PAVEMENT
- ASPHALT PAVEMENT
- CONCRETE SIDEWALK
- BOLLARD

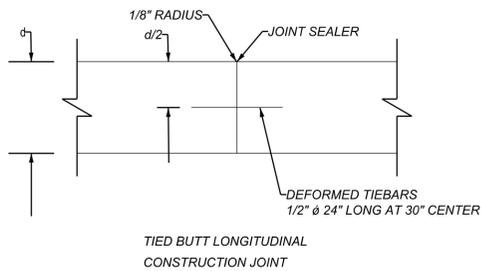


**DETAIL B**  
NOT TO SCALE

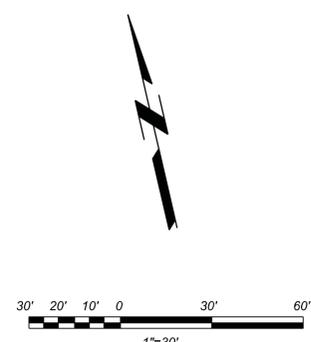
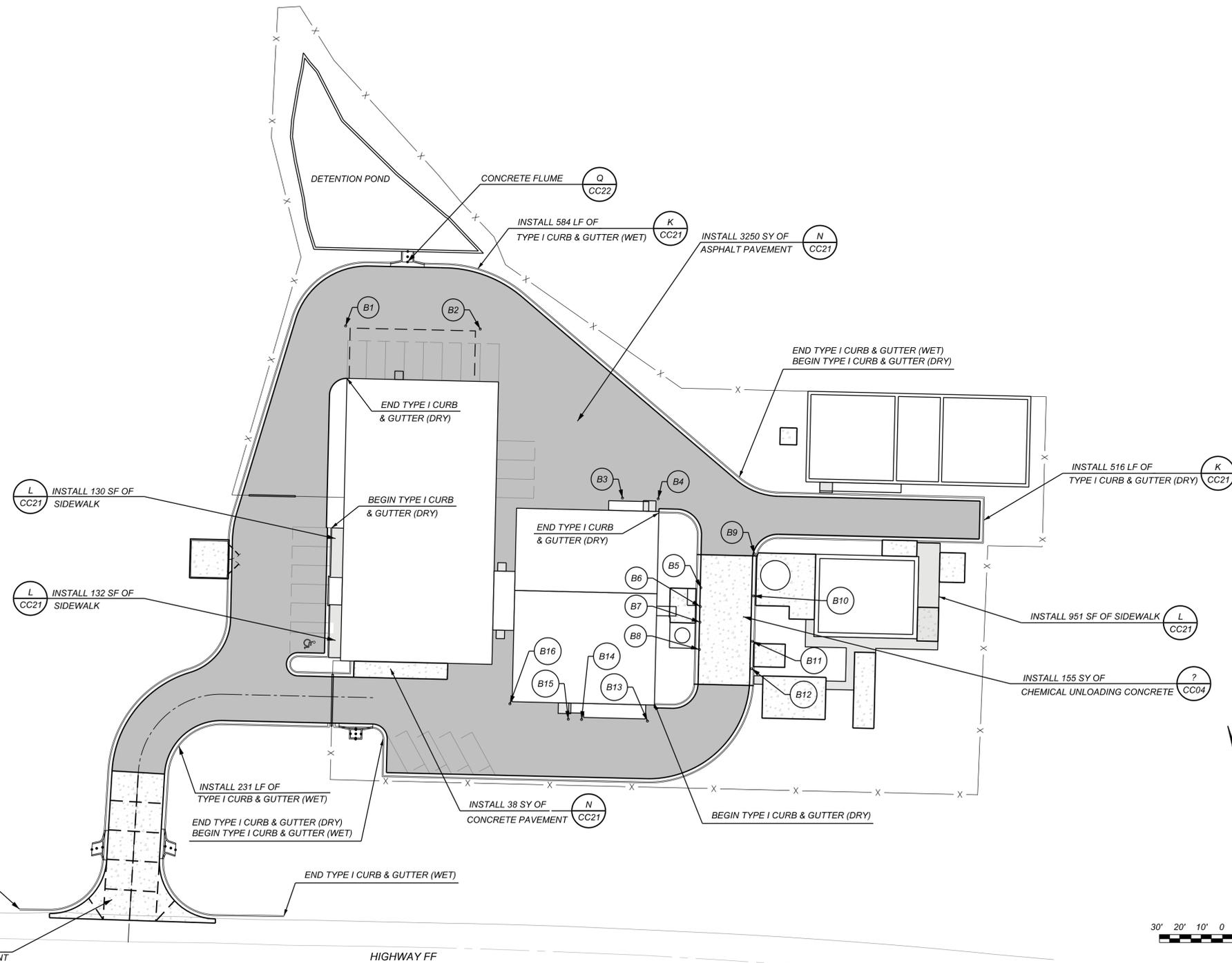


**DETAIL C**  
NOT TO SCALE

**DETAIL D**  
NOT TO SCALE



**DETAIL E**  
NOT TO SCALE



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**MISSOURI-AMERICAN WATER CO.**  
 PARKVILLE DISTRICT  
 WATER TREATMENT PLANT  
 PARKVILLE, MO

**MISSOURI AMERICAN WATER**  
 MISSOURI AMERICAN WATER  
 ENGINEERING DEPARTMENT  
 727 CRAIG ROAD, ST. LOUIS, MISSOURI 63141

**BLACK & VEATCH**  
 Building a world of difference.  
**TREK**  
 1411 East 104th St., Missouri 64131 816.874.4845  
 Professional Engineering Corporation License No. 2002010300

JUSTIN W. LIKES  
 MISSOURI P.E. NO. 2010025271  
 PROFESSIONAL ENGINEER

JUSTIN W. LIKES - ENGINEER  
 MISSOURI P.E. NO. 2010025271  
 PROFESSIONAL CERTIFICATION  
 I HEREBY CERTIFY THAT THIS  
 DOCUMENT WAS PREPARED OR  
 APPROVED BY  
 JUSTIN W. LIKES  
 AND THAT I AM A DULY LICENSED  
 PROFESSIONAL ENGINEER UNDER  
 THE LAWS OF THE STATE OF MISSOURI  
 LICENSE NO. 2010025271  
 EXPIRATION: 12-31-2016

**REVISIONS:**

NO.	DATE	DESCRIPTION
-	8/15/2016	MDNR SUBMITTAL

DRAWN BY: MBT  
 CHECKED BY: JWLMMS  
 FILE NO: CC17 Pavement Plan.dgn  
 PROJ. NO.: 191489  
 ISSUE DATE: 08/15/2016  
 DRAWING TITLE:  
 CIVIL SITEWORK PAVEMENT PLAN

DRAWING NO:  
**CC17**

<b>VIPER L SERIES</b> ENHANCED LARGE VIPER LUMINAIRE	Cat.#	
	Job	
	Type	

**SPECIFICATIONS**

**Intended Use:**

The Beacon Viper luminaire is available in two sizes with a wide choice of different LED Wattage configurations and optical distributions designed to replace HID lighting up to 1000W MH or HPS. Luminaires are suitable for wet locations.

**Construction:**

- One piece optical cartridge system consisting of an LED engine, LED lamps, optics, gasket and stainless steel bezel.
- Cartridge is held together with internal brass standoffs soldered to the board so that it can be field replaced as a one piece optical system.
- Two-piece silicone and micro-cellular polyurethane foam gasket ensures a weather-proof seal around each individual LED.

**LED/Optics:**

- LED driver accepts 100V through 277V, 50 Hz to 60 Hz (UNV), or a driver that accepts 347V or 480V input.
- Power factor is .92 at full load.
- All electrical components are rated at 50,000 hours at full load and 25°C ambient conditions per MIL-217F Notice 2.
- Dimming drivers are standard with connections for external dimming equipment available upon request.
- Component-to-component wiring within the luminaire may carry no more than 80% of rated load and is listed by UL for use at 600VAC at 50°C or higher.
- Plug disconnects are listed by UL for use at 600 VAC, 13A or higher. 13A rating applies to primary (AC) side only.

**Electrical:**

- Fixture electrical compartment shall contain all LED driver components and shall be provided with a push-button terminal block for AC power connections.
- Ambient operating temperature -40°C to 40°C
- Optional 7-pin ANSI C136.41-2013 twist-lock photo control receptacle available. Compatible with ANSI C136.41 external wireless control devices.
- Surge protection - 20KA; Shuts off at end of life.
- Lifeshield™ Circuit - protects luminaire from excessive temperature. The device shall activate at a specific, factory-preset temperature, and progressively reduce power over a finite temperature range. A luminaire equipped with the device may be reliably operated in any ambient temperature up to 55°C (131°F). Operation shall be smooth and undetectable to the eye. Thermal circuit is designed to "fail on", allowing the luminaire to revert to full power in the event of an interruption of its power supply, or faulty wiring connection to the drivers. The device shall be able to co-exist with other 0-10V control devices (occupancy sensors, external dimmers, etc.)

**Controls/Options:**

- Available with an optional passive infrared (PIR) motion sensor capable of detecting motion 360° around the luminaire. When no motion is detected for the specified time, the Motion Response system reduces the Wattage to factory preset level, reducing the light level accordingly. When motion is detected by the PIR sensor, the luminaire returns to full Wattage and full light output. Please contact Beacon Products if project requirements vary from standard configuration.
- Available with Emergen for optional set dimming, timed dimming with simple delay, or timed dimming based on hours of operation or time of night (see [www.beaconproducts.com/products/emergen/](http://www.beaconproducts.com/products/emergen/)).
- Also available with **Beaconnect** Wireless Control System (see **Beaconnect** product page for more details [www.beaconproducts.com/products/beaconnect/](http://www.beaconproducts.com/products/beaconnect/)).

**Installation:**

- Mounting options for horizontal arm, vertical tenon or traditional arm mounting available. Mounting hardware included.

**Finish:**

- Beacote V polyester powder-coat electrostatically applied and thermocured.
- Beacote V finish consists of a five stage pretreatment regimen with a polymer primer sealer and top coated with a thermoset super TGIC polyester powder coat finish.
- The finish meets the AAMA 605.2 performance specification which includes passing a 3000 hour salt spray test for corrosion resistance and resists cracking or loss of adhesion per ASTM D522 and resists surface impacts of up to 160 inch-pounds.

**Listings:**

- DesignLights Consortium (DLC) qualified, consult DLC website for more details: <http://www.designlights.org/QPL>
- Listed to UL1598 and CSA22.2#250.0-24 for wet locations and 40°C ambient temperatures
- 3G rated for ANSI C136.31 high vibration applications
- IDA approved

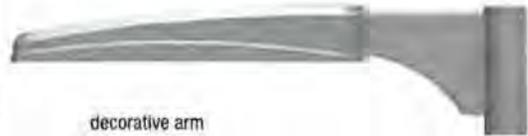
**Warranty:**

Five year limited warranty (for more information visit: [www.beacon@emerging.com](mailto:www.beacon@emerging.com))

**PRODUCT IMAGE(S)**

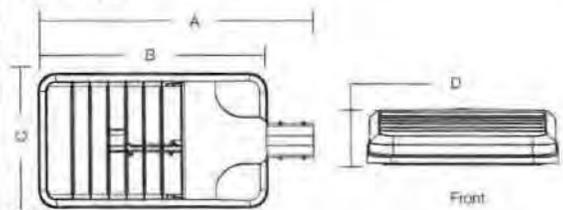


rectangular arm



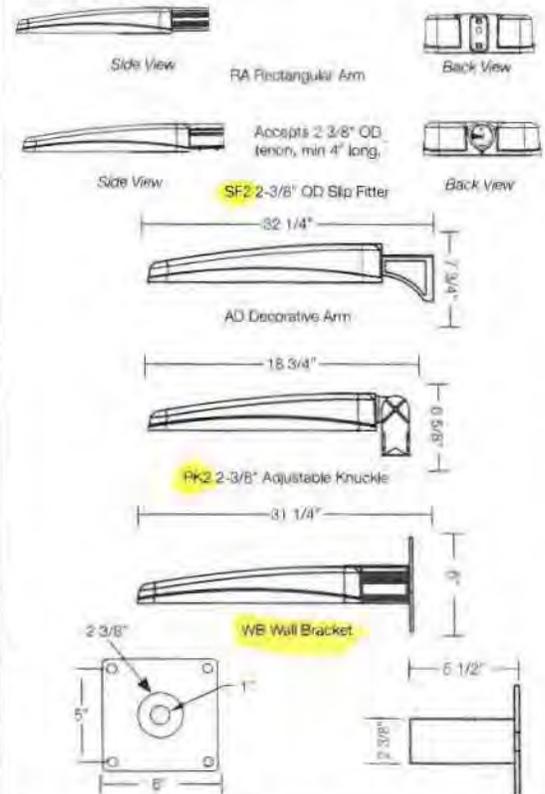
decorative arm

**DIMENSIONS**



A	B	C	D	Weight:	EPA
29.12"	24.19"	14.25"	4.13"	25.0 lbs	1.0 ft <sup>2</sup>
(704 mm)	(614 mm)	(362 mm)	(105 mm)	(11.3 kg)	

**MOUNTING OPTIONS**



**CERTIFICATIONS/LISTINGS**



\*3000K and warmer CCTs only



Beacon Products • 2041 58th Avenue Circle East Bradenton, FL 34203 • Phone: 800-345-4928

Due to our continued efforts to improve our products, product specifications are subject to change without notice.

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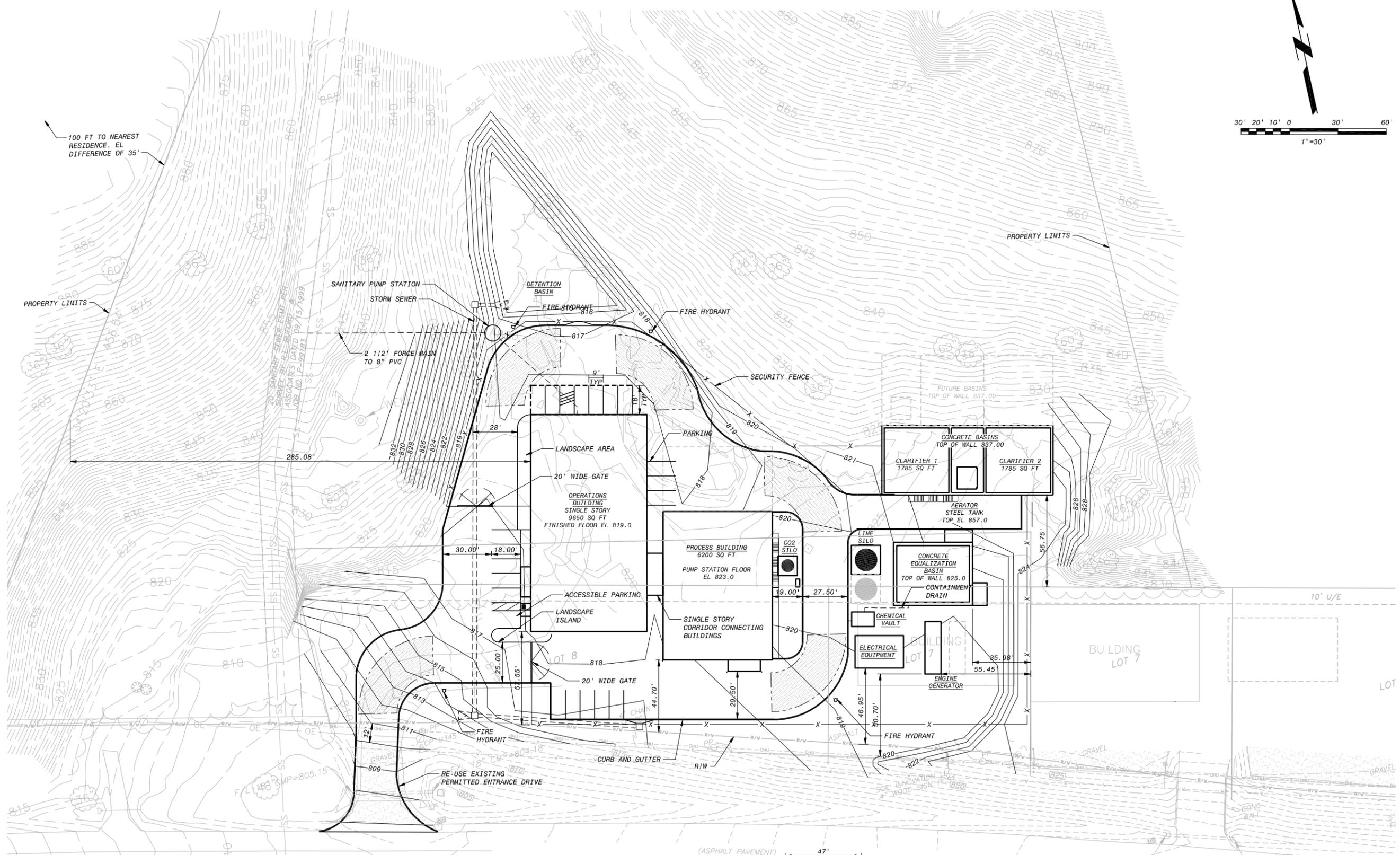




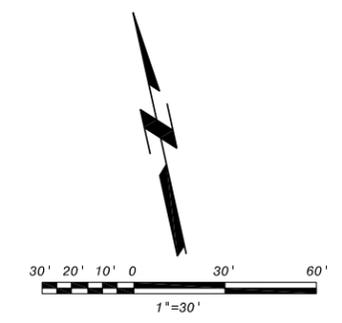




4/12/2016 7:10:54 AM



100 FT TO NEAREST RESIDENCE. EL DIFFERENCE OF 35'



MISSOURI-AMERICAN WATER CO.  
PARKVILLE DISTRICT  
WATER TREATMENT PLANT  
PARKVILLE, MO

**PRELIMINARY NOT FOR CONSTRUCTION**

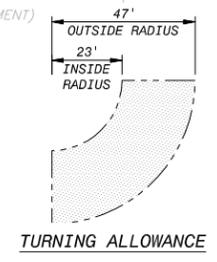
PROFESSIONAL CERTIFICATION I HEREBY CERTIFY THAT THIS DOCUMENT WAS PREPARED OR APPROVED BY:  
AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MISSOURI  
LICENSE NO.:  
EXPIRATION:

REVISIONS:

NO.	DATE	DESCRIPTION

DRAWN BY:  
CHECKED BY:  
FILE NO.:  
PROJ. NO.:  
ISSUE DATE: 7/5/2016  
DRAWING TITLE:  
CIVIL  
CONDITIONAL USE  
SITE PLAN

NOTES:  
1. THE LIGHTING FOR PARKING AREAS AT THE PLANT WILL FOLLOW THE REQUIREMENTS LISTED IN THE PARKVILLE MUNICIPAL CODES, CHAPTER 460. SPECIFICALLY, PARKING LOT LIGHTS WILL BE DESIGNED TO LIMIT SUCH LIGHTING TO NO MORE THAN 5 FOOTCANDLES ON ANY PARKING AREA AND WILL USE LIGHT STANDARDS NO TALLER THAN TWENTY (20) FEET IN HEIGHT ABOVE GRADE. BUILDING MOUNTED LIGHTING FIXTURES FOR PARKING AREAS WILL USE THE SAME HEIGHT RESTRICTIONS. LED SOURCES WILL BE USED TO LIMIT ENERGY CONSUMPTION AND TO PROVIDE INSTANT-ON FUNCTIONING WHEN POWER IS RESTORED AFTER AN OUTAGE. FIXTURE DESIGN, AND SHIELDING IF REQUIRED, WILL LIMIT THE AMOUNT OF LIGHT SPILL ONTO ADJACENT PROPERTIES AND DIRECT VISIBILITY OF THE LIGHT SOURCES FROM THOSE PROPERTIES. LIGHTING FOR DRIVE AREAS WILL BE DESIGNED TO FOLLOW THESE SAME CONCEPTS.

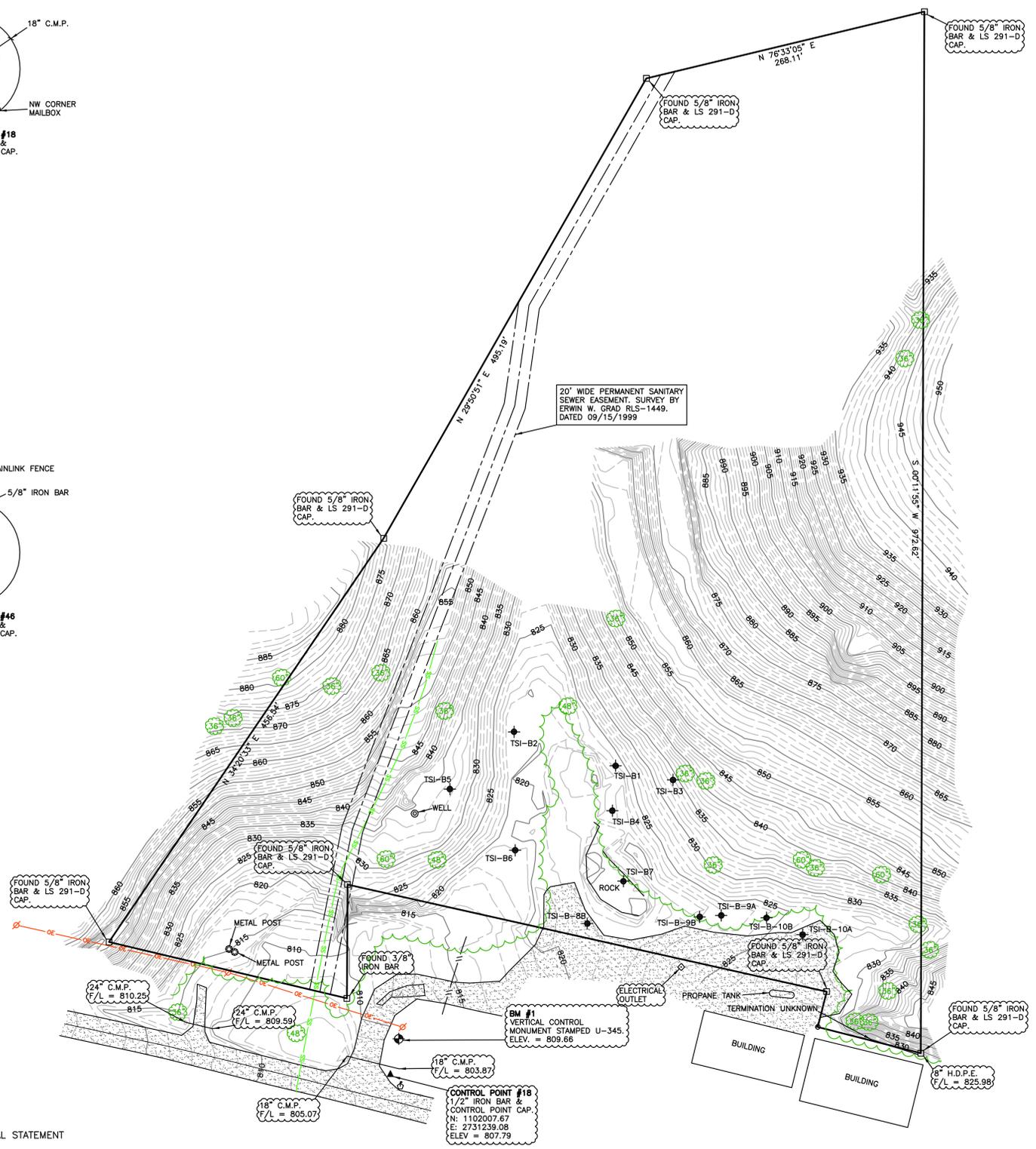
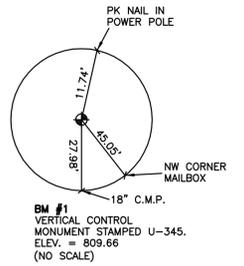
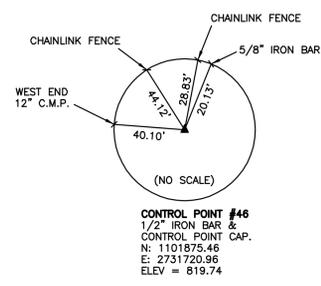
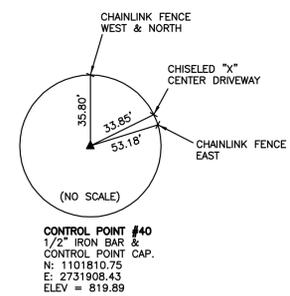
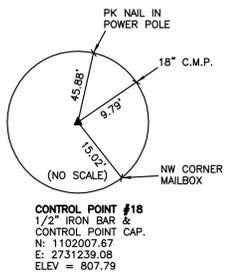


WHEN THIS DRAWING IS REPRODUCED AT ORIGINAL SCALE THIS BAR = 1 INCH

FIGURE 1

# EXHIBIT D

# TOPOGRAPHIC SURVEY



**CERTIFICATION:**

I HEREBY CERTIFY that the attached survey was completed by me or under my direct personnel supervision in accordance with the information furnished to the surveyor by the client and his agents, and that I am a duly Registered Land Surveyor under the laws of the State of Missouri.

WITNESS hand and seal this Twenty-fifth (25th) day of April, 2016.

Richard L. Mattson  
Missouri P.L.S. 2674

**SURVEYOR'S NOTES:**

- Except as specifically stated or shown on this plat, this survey does not purport to reflect any of the following which may be applicable to the subject real estate: easements, other than possible easements that were visible at the time of making of this survey; building setback lines; restrictive covenants; subdivision restrictions; zoning or other land-use regulations; and any other facts that an accurate and current title search may disclose.
- Declaration is made to original purchaser of the survey. It is not transferable to additional institutions or subsequent owners.
- Survey is valid only if print has original seal and signature of surveyor.
- Every document of record reviewed and considered as a part of this survey is noted hereon. Only the documents noted hereon were supplied the surveyor. No abstract of title, nor title commitment, nor results of title searches were furnished the surveyor. There may exist other documents of record that would affect this parcel.
- Surveyor has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
- The word "certify" or "certificate" as shown and used hereon means an expression of professional opinion regarding the facts of the survey and does not constitute a warranty or guarantee, expressed or implied.
- Utilities notified by Missouri ONE CALL Ticket Nos. 160823094, 160823095, 160823092, 160823094, 160823089, 160823093, 160823091, 160823088 and 160823090. Utilities notified include: ATT Transmission, ATT Distribution, Missouri Gas Energy, Missouri American Water Company, City of Parkville, Platte County Regional Sewer, Kansas City Power & Light and Magellan Midstream Partners.



**LEGEND**

- = DENOTES 1/2" BAR & LC 000120 CAP SET
- = DENOTES CALCULATED CORNER
- = DENOTES FOUND MONUMENT
- M = MEASURED DISTANCE
- R = RECORDED DISTANCE
- ⊗ = POWER POLE
- ⊕ = BORE HOLE LOCATION
- Ⓜ = MAILBOX
- (with green outline) = TREE
- C.M.P. = CORRUGATED METAL PIPE
- H.P.P.E. = CORRUGATED PLASTIC PIPE
- F/L = FLOW LINE
- SS = SANITARY SEWER LINE
- OE = OVERHEAD ELECTRIC LINE
- = FENCE
- (with green outline) = TREE LINE
- ▨ (stippled) = ASPHALT
- ▨ (dotted) = GRAVEL



**ELECTRONIC TRANSMITTAL STATEMENT**

This document must be compared to the original hard copy issued at the date of the original signature and seal to ensure the accuracy of the information and to further ensure that no changes, alterations or modifications have been made. No reliance shall be made on a document transmitted by computer or other electronic means unless first compared to the original sealed document.

**UTILITY WARNING**

The locations of underground utilities as shown hereon are based on the above ground structures and record drawings provided to the Engineer/Surveyor. Locations of underground utilities/structures may vary from locations shown hereon. Additional buried utilities/structures may be encountered. Before excavations are begun, contact utility companies for verification of utility type and field locations.

REVISED ON 05/03/2016 TO ADD ADDITIONAL BORING LOCATIONS

PREPARED FOR:  
**BLACK & VEATCH**  
SECTION 34, T-51; R-34W  
PLATTE COUNTY, MISSOURI

**MIDLAND SURVEYING**  
Midland Surveying, Inc.  
Missouri State Certificate of Authority #000120

**LAND SURVEYORS - PLANNERS**  
501 North Market, Maryville, MO 64468  
ph. (660) 582-8633 fax (660) 582-7173  
4784 Frederick Blvd. St. Joseph, MO 64506  
ph. (816) 233-7900 fax (816) 233-4852

FILE: MOAM-PARKVILLE-TOPO	DATE: APRIL 25, 2016	SCALE: 1" = 60'	REVISED:	SHEET NO. 1 OF 1
------------------------------	-------------------------	--------------------	----------	---------------------



Thursday, August 18, 2016

Kenneth Stecher  
Missouri American Water  
727 Craig Road  
St. Louis, MO 63141

**RE: Staff Review – Final Site Plan / Development Plan (drawings prepared 8-12-16) 1<sup>st</sup> submission comments**

Dear Kenneth,

The following is a compilation of all Parkville staff review comments received to date regarding the Final Site Plan / Development Plan for Missouri American Water's proposed drinking water treatment facility, generally located at 10550 and 10530 NW Highway FF in Parkville, MO. Review comments are provided by myself, Alysen Abel (Public Works Director), Paul Giarratana (Building Official) and Brady Brewster (Community Development Intern). Please distribute these comments to your team, revise the plan sheets and provide us an updated paper and electronic copies of the plan sheets by **noon of Tuesday, September 6, 2016**. Thank you.

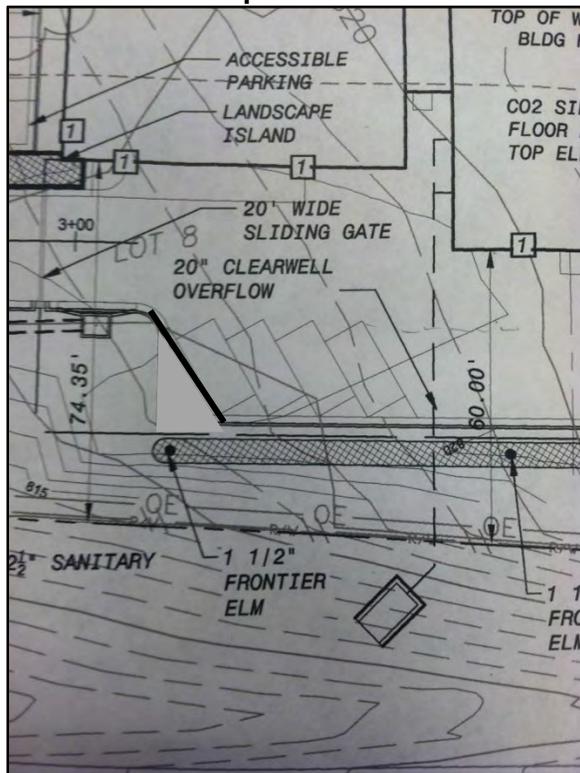
**Site Plan Sheet**

1. Please identify the **site address** (e.g., 10550 NW Highway FF, 10530 NW Highway FF) to the best of your ability in the site plan sheet notes. While this may be subject to change when the subject area is re-platted, it's helpful to know for staff purposes.
2. Please include the approximate **acreage** of the subject site (11.10 acres) in the site plan sheet notes.
3. Please include the **name and address** of all owners of record of abutting parcels shown on the drawing, as well as the **existing zoning** on the abutting properties. This information can be found using Platte County, Missouri Assessor webpage at (<http://www.co.platte.mo.us/#intro>) and includes:
  - a. To the west in River Hills Estates 3<sup>rd</sup> Plat
    - i. Simon, John R & Mary, 10502 Riverview Pointe, Parkville, MO 64152 (City "R-2" Single-Family Residential District, Community Unit Plan)
    - ii. Miller, Jack C & Marney H, 10506 Riverview Pointe, Parkville, MO 64152 (City "R-2" Single-Family Residential District, Community Unity Plan)
  - b. To the east in Muehlebachs Woodland Manor
    - i. Muehlebach, George & Virginia Trust, 5584 N Crooked Rd, Platte County, MO 64152
  - c. To the southwest in-between Lot 7 and Lot 6 of West Park Addition
    - i. Steinbrink, James E & Mary A, 10520 NW Hwy FF, Platte County, MO 64079 (County "P-I" Planned Industrial District)
  - d. To the southwest in Lot 6 of West Park Addition

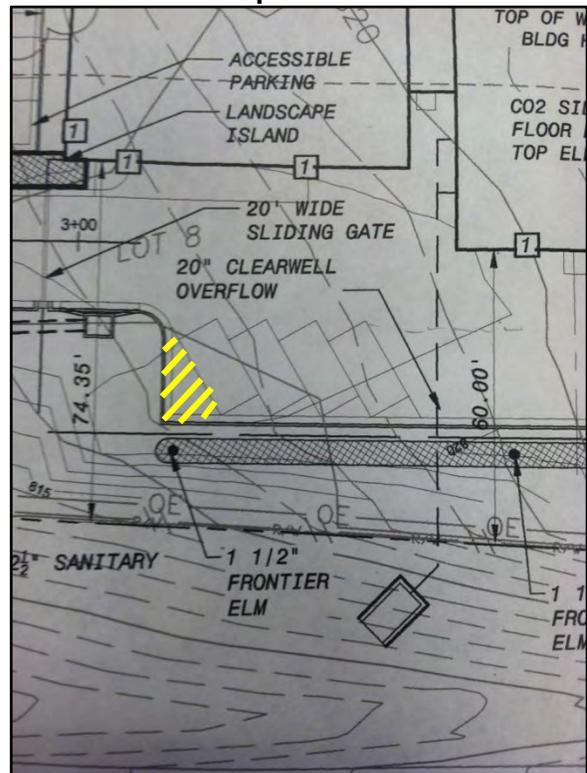
i. Sickman Investment Properties LLC, 10404 NW Hwy FF, Platte County, MO  
(County "P-I" Planned Industrial District)

4. Please indicate all **exterior entrances** for proposed structures on the site plan (this can be done using a symbol and indication on a legend). Staff sees square boxes indicated along the building exteriors; however, they're not identified on the site plan so it's hard to tell if they're exterior entrances or not. Whether they're exterior entrances or not, please indicate on the site plan what they are.
5. Please indicate the **surface material type** (e.g., concrete, asphalt, gravel) for the driveways, parking lot area, and other thoroughfares throughout the site.
6. What is the **rectangular box**, shown in MoDOT right-of-way just south of the southern parking lot and landscape strip? Is the box related to clear well overflow or stormwater overflow being discharged into the ditch? Please indicate on the site plan drawing what this is.
7. Please revise the location of the **2 1/2" sanitary line** to reflect its new orientation and associated connection with the existing sewer main. Please contact Alysen Abel ([aabel@parkvillemo.gov](mailto:aabel@parkvillemo.gov)) if you have any questions.
8. Please provide detail on the **Trash Area** to the west of the Operations Building. Is this area to be enclosed (by durable materials including masonry, steel, hard wood, and other durable materials) or fenced? Our code requires any trash and recycling containers / dumpsters be screened from public view using an enclosure, landscaping, or combination of the two. If the trash receptacles are to be fenced, it needs to be an opaque gate, compatible with the design and materials of the surrounding buildings.
9. For the **parking lot** to the south of the Operations Building, please either extend the curbing along the westernmost angled parking stall (see Option 1 below) or include hashed stripping in this spot to designate the area as no parking (see Option 2 below).

Option 1



Option 2



10. For the parking stalls that do not have landscaping or a sidewalk buffering between the stalls and the Operations Building (specifically the parking lot along the north of the building and parking lot along the east of the building), please include/indicate parking **bumper blocks** on the site plan. This ensures the building is protected from motor vehicles parking.
11. There appears to be **drainage chutes/flumes** in the curb and gutter along the entrance drive from NW Highway FF, just south of the monument sign for drainage/stormwater discharge into the ditch. Is this correct or not? Please indicate on the site plan if you can.

### Community Development Notes

12. Please provide staff more information and/or conceptual imagery on the **colors and architectural details** of the Operations Building and Process Building. I know Missouri American Water plans to use tilt up concrete for the wall material, but the color and architectural details would be beneficial for staff and the Planning and Zoning Commission to know as well.
13. The **lighting** information/detail on the site plan is sufficient; however, if you can provide staff photos, or conceptual imagery (can be from an online search engine) of similar wall-mounted and pole-mounted LED lighting with Type 4 distribution, it would be helpful information to show the Planning and Zoning Commission.
14. I noticed a **monument sign** is indicated on the site plan near the entrance off NW Highway FF. Do you want to include the proposed sign plan with your building permit, or process separately at a later time as its own sign permit? If you'd like to include it with your building permit document, staff will need to see information including the height, size, materials, color / image of the proposed sign.

### Public Works Notes

Alysen Abel is still awaiting the following items, including but not limited to:

15. Submission of **sanitary sewer plans** for improvements to the sewer main and associated service connections.
16. Submission of a **summary of sanitary sewer impact** to the existing force main
17. Submission of a **stormwater management study** that includes the details and calculations for stormwater detention and stormwater treatment facilities associated with the proposed improvements.
18. Review and approval of **easements** shown on the Final Plat prior to being recorded.

Note: Alysen Abel is still awaiting these items, including the final stormwater management plan / study from TREKK Design Group LLC for review. The deadline submission for these items is **Friday, August 19, 2016**. If received by that deadline, Alysen will try to provide comments by Friday, August 26, 2016; and those comments will need to be addressed by **noon of Tuesday, September 6, 2016**. Failure to meet these deadlines could result in postponing staff's review and consideration at the September 13, 2016 Planning and Zoning Commission meeting; and require a later special meeting of the Commission, or postponement to the following regular meeting of the Commission on October 11, 2016.

Again, please distribute these comments to your team, revise the plan sheets and provide us updated paper and electronic copies of the site plan sheet by **noon of Tuesday, September 6, 2016**. We are also happy to meet or conference to discuss these comments in more detail if necessary. Please let us know if you have any questions. Thank you.

Sincerely,

**CITY OF PARKVILLE**



Stephen Lachky, AICP  
Community Development Director

CC: Alysen Abel, Public Works Director  
Paul Giarratana, Jr., Building Official  
Brady Brewster, Community Development Intern

## MEMORANDUM

Stephen Lachky, AICP

Missouri American Water – Parkville Water Treatment Plant

September 1, 2016

RE: RE: Staff Review – Final Site Plan / Development Plan (drawings prepared 8-12-16) 1<sup>st</sup> submission comments

To: Stephen Lachky

From: Ken Stecher

Please see below for responses to Parkville staff review comments regarding the Final Site Plan / Development Plan for Missouri American Water's proposed drinking water treatment facility, located at 10550 NW Highway FF in Parkville, MO.

### Site Plan Sheet

1. The site address has been added to the Final Site Plan / Development Plan (Site Plan) and is listed as 10550 NW Highway FF, Parkville, MO.
2. The approximate acreage, 11.10 acres, has been added to the Site Plan.
3. Appropriate names and address of all owners of record of abutting parcels shown on the Site Plan, as well as existing zoning have been added.
4. Exterior entrances have been indicated on the site plan using a symbol and key.
5. Please reference Attachment A, sheet CC17 "Civil Sitework Pavement Plan" of the submitted plan sheets for surface material types. This was excluded from the Site Plan for readability.
6. The rectangular box has been labeled as "Clearwell Outfall" on the Site Plan.
7. The location, layout and description of the  $2\frac{1}{2}$ " 3" sanitary line has been revised on the Site Plan in accordance with suggestions made by the Alysén Abel and the City Engineer.
8. The Trash Area, as now described on the Site Plan, will be surrounded by a 7' tall privacy fence.
9. The parking lot with the angled parking spaces to the south of the Operations Building now displays hashed stripping in the area designated for no parking.
10. For the parking stalls that do not have landscaping or a sidewalk buffering between the stalls and building, a bumper have been indicated for installation.
11. On the original submittal flumes were shown. With the development of the drainage design and emergency spillway, these flumes have been changed to inlets.

**Community Development Notes**

12. Information and conceptual imagery for the color and architectural details of the Operations and Process buildings have been included with this submittal as Attachment B. The buildings are to be one-toned, red brick structures.
13. Refer to Attachment C for applicable lighting information including two photos of exterior lighting fixtures and a cut sheet.
14. The mounted sign has been eliminated. Signage will be provided on the buildings. Please see Attachment D for example of the building signage.

**Public Works Notes**

15. An updated sanitary sewer layout has been included on the Site Plan. The new layout includes a self-contained single cell packaged pump station including the following:
  - a. Two 120 gpm grinder pumps and associated valving,
  - b. 3" sanitary force main,
  - c. meter vault as requested by the City located along the western edge of the operations building parking lot and south of the trash area,
  - d. and a 4-foot diameter manhole with flat lid, access hatch and steps containing the tee and valve at the connection point. .
16. A summary of sanitary sewer impacts to the existing force main include peak design plumbing flows of 114 gpm and average plumbing flows of 30 gpm.
17. The stormwater management study has been submitted on August 19, 2016.
18. No easements currently included on the property. The revised Plat documents are being prepared.

Thank you,

Ken Stecher

CC: David Bunch, Black & Veatch



## Staff Analysis

Date: September 6, 2016

To: Planning Commission

From: Alysen Abel, P.E. – Public Works Director

CC: Stephen Lachky, AICP – Community Development Director  
Paul Giarratana, CBO, CBI, CFM – Building Official

**RE: Missouri American Water – Final Development Plan**

The property located along FF Hwy is the proposed location of the new facility for the Missouri American Water plant. Revisions to the Preliminary Plan were submitted to the City for review, with the location of the building shift to the south. It is staffs understanding that two lots along FF Hwy will be purchased by Missouri American Water and will be annexed into the City. Prior to issuance of a site development or higher permit, the annexation shall be completed.

### Sanitary Sewer:

Sanitary sewer service is available to the site through the City's force main located along the west side of the proposed site. When the force main was constructed with the River Hills subdivision, the location of the sewer main was shifted. With the submission of the construction plans, the developer's engineer will need to verify the location of the sanitary sewer lines and associated permanent sewer easements. If additional easements are necessary, those easements will need to be prepared and executed prior to approval of a site development permit.

The applicant estimates their usage of approximately 40,000 gallons per day. The applicant will be required to pay the sewer tap and sewer impact fees in accordance with the City's ordinance. Further, staff has requested that a meter be placed on the sewer service line with a mission control unit to allow the City to monitor the sewer usage rates for monthly billing. An agreement between the City and the applicant will be required to establish the fee structure relationship.

The developer's engineer has submitted sanitary sewer plans. Staff will review the plans in accordance with City standards prior to construction permit issuance.

### Erosion Control:

The proposed development was shifted to the frontage of FF Hwy. The concerns associated with sediment transported to the adjacent properties have been alleviated since the site plan has changed.

The developer's engineer has submitted erosion control plans. Staff will review the plans in accordance with City standards prior to construction permit issuance.



Storm Sewer:

The developer is required to provide stormwater detention and stormwater treatment with the proposed site improvements. The developer intends to include a detention area and has preliminarily included a footprint of the proposed detention facility. Also, the developer plans to preserve a large majority of the native vegetation for the stormwater treatment requirements.

The developer's engineer submitted a stormwater study that includes the engineering calculations for the stormwater detention and stormwater treatment facilities. Staff is comfortable with the level of detail provided in the stormwater study for approval of the final development plan. Staff will work with the developer's engineer to provide additional details associated with the stormwater detention and stormwater treatment facilities prior to construction permit issuance.

Public Works recommends approval of the Final Development Plan, with the following conditions:

1. Prior to issuance of a site development permit, the developer's engineer shall verify the location of the public force main and associated sewer easements.
2. Prior to issuance of a site development permit, the developer shall prepare and execute any additional easements necessary for the existing force main.
3. Prior to issuance of a site development permit, the developer and City shall enter into an agreement to serve the subject property.
4. Prior to issuance of a site development permit, the developer shall remit payment to the City for the sewer connection fees.
5. Concurrent with the issuance of site construction plans, the developer's engineer shall submit sanitary sewer plans for any improvements to the sewer main and associated sewer service connections. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.
6. Concurrent with the issuance of site construction plans, the developer's engineer shall submit erosion and sediment control plans. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.
7. Concurrent with the issuance of site construction plans, the developer's engineer shall submit a final stormwater management study that includes the details and calculations for the stormwater detention and stormwater treatment facilities associated with the proposed improvements. The study shall be reviewed and approved by Public Works prior to issuance of any site development permits.



## Staff Analysis

Agenda Item: 5.B

Proposal: Application for Final Site Plan / Development Plan to construct and operate a Water Treatment Facility at 10550 NW FF Highway, Parkville, MO, in a City “R-2” Single-Family Residential District, on three parcels containing 11.10 acres, more or less, located approximately 1 mile west of Main St. on NW FF Hwy (River Road) and abutting NW FF Hwy.

Case No: PZ16-02G

Applicant: Missouri American Water Company

Owners: Missouri American Water Company

Location: 10550 NW FF Highway, Parkville, MO

Zoning: “R-2” Single-Family Residential District (contingent on Case No. PZ16-02F – approval of Zoning Map Revision [Rezoning])

Parcel #s: All of parcel 20-8.0-34-000-000-003.001, 20-8.0-34-000-000-006.000, and 20-8.0-34-000-000-006.001

Exhibits:

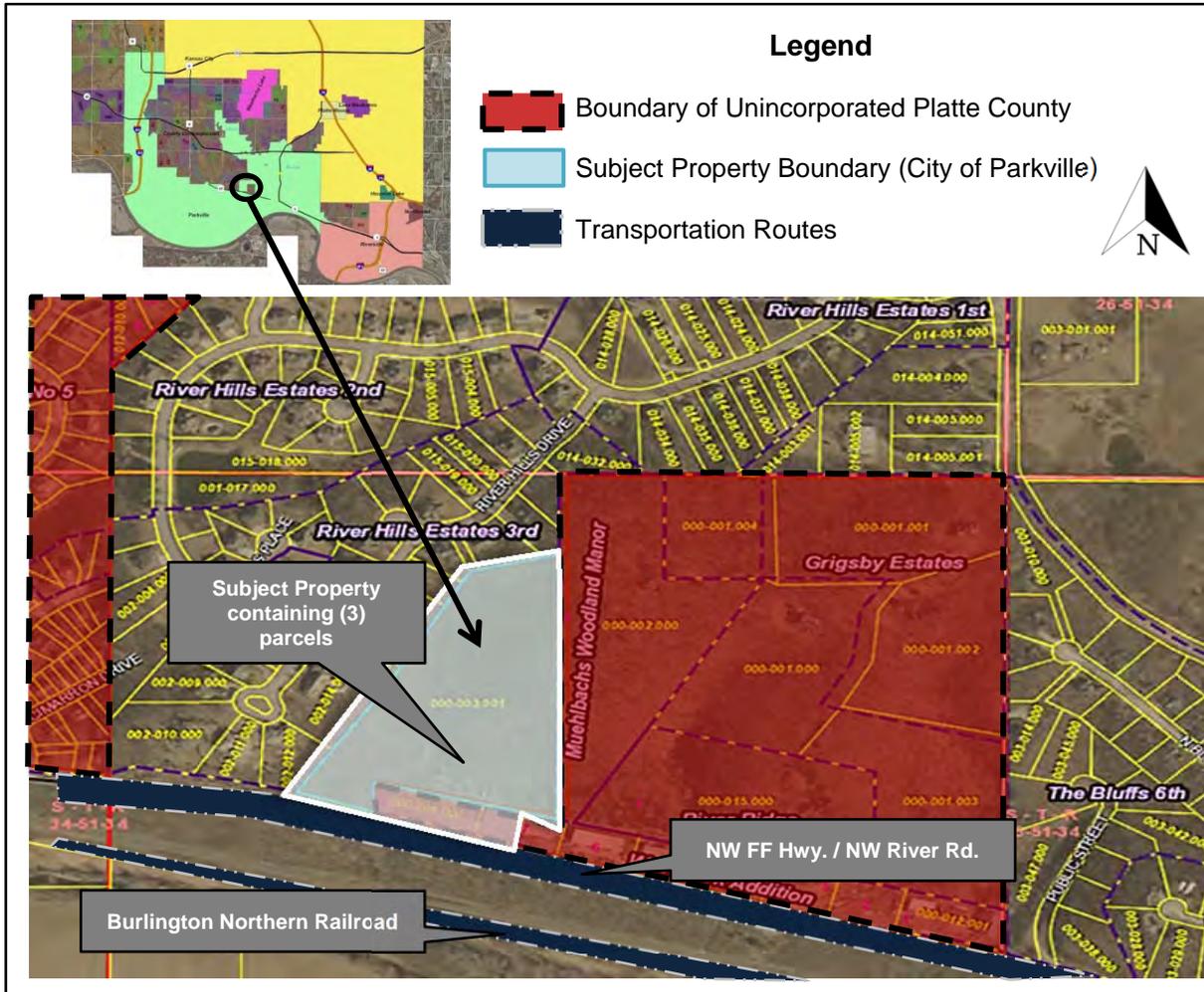
- A. This Staff Analysis
- B. Application for Final Site Plan / Development Plan
- C. Subject Area Property Map
- D. Survey of Property; survey prepared by Midland Surveying Inc. (dated May 3, 2016)
- E. Final Site Plan/Development Plan; prepared by Black & Veatch Corporation (dated September 2, 2016)
- F. 1<sup>st</sup> submission review comments from Community Development Director, Stephen Lachky (dated August 18, 2016)
- G. Memorandum from Ken Stecher addressing 1<sup>st</sup> submission review comments (dated September 1, 2016)
- H. Memo from Public Works Director Alysén Abel (dated September 6, 2016)
- I. Conceptual imagery of proposed facility
- J. Colors and architectural details
- K. Exterior lighting information
- L. Pavement type and joint plans
- M. Approval flow chart
- N. Additional exhibits as may be presented at the regular meeting

By Reference: A. Parkville Municipal Code, Title IV, Chapter 470: *Supplementary Use Regulations – Conditional Uses* (<http://www.ecode360.com/27902588>)

- B. Parkville Municipal Code, Title IV, Chapter 415: *"R-2" Single Family Residential District Regulations* (<http://www.unicode360.com/27901225>)
- C. Parkville Municipal Code, Title IV: *Zoning Code* in its entirety (<http://www.unicode360.com/PA3395-DIV-05>)
- D. Parkville Municipal Code, Title V, Chapter 505: *Subdivisions* (<http://www.unicode360.com/27903031>)
- E. Parkville Master Plan (<http://parkvillemo.gov/departments/community-development-department/master-plan/>)
- F. Planning and Zoning Commission Special Workshop (04/20/16) Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZWorkshopMinutes042016.pdf>)
- G. Planning and Zoning Commission (06/14/16) Regular Meeting Minutes (<http://parkvillemo.gov/download/pz-minutes/PZMinutes061416.pdf>)
- H. Planning and Zoning Commission (08/09/16) Regular Meeting Minutes (draft minutes attached in this meeting packet)
- I. Exhibits presented to Planning and Zoning Commission at June 14, 2016 public hearing
- J. Exhibits presented to Planning and Zoning Commission at August 9, 2016 public hearing
- K. Storm Water Drainage Study prepared by TREKK Design Group, LLC (dated August 19, 2016)
- L. Case No. PZ16-02A - Application for Conditional Use Permit
- M. Case No. PZ16-02B - Application for Preliminary Site Plan / Development Plan
- N. Case No. PZ16-02C - Application for Final Plat
- O. Case No. PZ16-02D - Application for Revised Preliminary Site Plan / Development Plan
- P. Case No. PZ16-02E - Application for Annexation
- Q. Case No. PZ16-02F - Application for Zoning Map Revision (Rezoning)
- R.
- S. Ordinance No. 2854
- T. Ordinance No. 2855

## Overview

At the regular meeting of the Parkville Planning & Zoning Commission on August 9, 2016, the Commission held a public hearing to consider an application for revised preliminary site plan / development plan (Case No. PZ16-02D), in conjunction with an application for Conditional Use Permit (Case No. PZ16-02A), to construct and operate a drinking water treatment plant at 10550 NW State FF Highway (River Road) within a City "R-2" Single-Family Residential District. The subject property contains three parcels (#20-8.0-34-000-000-003.001, 20-8.0-34-000-000-006.000, and 20-8.0-34-000-000-006.001) containing 11.10 acres, more or less, and is located approximately 1 mile west of Main St.



**Exhibit C: Subject Area Property Map**

The revised preliminary development plan was unanimously approved by the Commission at the public hearing on August 9, 2016, subject to specified conditions. The revised preliminary plan proposes two (2) enclosed structures consisting of a 9,650 sq. ft. Administrative office, two (2) water clarifiers and a pumping station enclosed within a 6,200 sq. ft. building, one (1) unenclosed water equalization basin, one (1) detention basin, two (2) silo structures generally 50ft. in height, 21 parking spaces (including one [1] required accessible parking space), internal circulation drives around the site, and one (1) point of access. Access is indicated at NW FF Highway/NW River Rd via an existing right-in, right-out access point that services an existing

industrial building located on parcel #20-8.0-34-000-000-006.001 just south of the original subject site of 10550 NW FF Highway. The proposed color scheme is a one-tone, red brick scheme of applied paint, with aluminum finishes on all exterior doors, tops of walls, metal scuppers and downspouts. The paint color of the aluminum finishes, dark bronze, will blend with the final building paint colors.

Prior to the August 9, 2016 public hearing, the Commission held a special workshop with the applicant on April 20, 2016 to address initial questions by the applicant, and questions the Commission had pertaining to topography, landscaping, site orientation & traffic circulation, hours of operation, security and potential impacts on adjacent properties, including noise and smell concerns. Further, on June 14, 2016 the Commission held a public hearing to consider the original preliminary site plan / development plan (Case No. PZ16-02B), discussed the merits of the proposed development, design aesthetics, site location, relocating vs. retrofitting the current plant located at 101 E 1<sup>st</sup> St. in downtown Parkville, topography and existing vegetation, land disturbance, height elevations and distances to nearby residences, noise concerns, hours of operation, truck deliveries, and ability for emergency responders to access the site. Members of the public commented at the hearing as well. At the August 9, 2016 public hearing for the revised plans, the Commission discussed the merits of the proposed development again, specifically addressing the substantial changes from the previous plan. In summary, the revised plan includes a smaller overall site footprint, positions the operations and process buildings further away from the River Hills Estates subdivision and closer to the existing industrial use buildings in unincorporated Platte County, provides better noise shielding from delivery trucks, and preserves more existing trees and vegetation which provides a better visual buffer from adjacent properties.

Following approval of the revised preliminary site plan / development plan, Missouri American Water Company submitted: Final site plan / development plan (See Exhibit E), conceptual imagery of the proposed facility (See Exhibit H), colors and architectural details (see Exhibit I), exterior lighting information (See Exhibit J), pavement type and joint plans (See Exhibit K), and a stormwater study that includes engineering calculations for the stormwater detention and stormwater treatment facilities. The location of lighting fixtures, height and bulb type is indicated on the final site plans, along with landscape information as well showing the location of all landscaping, buffering and screening materials.

Staff reviewed the final site plan / development plan and provided comments in a memo dated August 18, 2016 (See Exhibit F) to the applicant; additionally, our Public Works Director, Alysen Abel, reviewed the plan and provided comments in a memo dated September 6, 2016 (See Exhibit G). The applicant addressed these comments in their revised their final site plan / development plan dated September 2, 2016 (See Exhibit E). All have been accepted as completed and approved by the Community Development Department, and approved by the Public Works Department subject to conditions. These plans demonstrate that the final site plan / development plan is substantially consistent with the approved preliminary plans. A summary of how conditions are met is included in the analysis below.

## **Review and Analysis**

The application for preliminary site plan / development plan (Case No. PZ16-02D), was reviewed against the City of Parkville Municipal Codes, including applicable zoning and subdivision regulations, City's adopted Master Plan, and against sound planning and engineering principle. Parkville Municipal Code, Title IV, Chapter 478: *Site Plan Review* provides standards of review and general guidance for how recommendations should be made, for which staff used when evaluating the preliminary site plan / development plan. This includes:

1. The extent to which the proposal conforms to the City's Zoning Code.
2. The extent to which the proposal conforms to the provisions of the City's subdivision regulations.
3. The extent to which the proposal conforms to the goals and objectives of the City's adopted Master Plan.
4. The extent to which the development would be compatible with the surrounding area.
5. The extent to which the proposal conforms to customary engineering standards used in the City.
6. The extent to which the location of streets, paths, walkways and driveways are located so as to enhance connectivity, circulation and safety and minimize any adverse traffic impact on the surrounding area.

Staff considered these standards of review for evaluating the preliminary site plan / development plan and determining its conclusions and recommendation. Since the final site plan / development plan does not include any significant changes from the approved preliminary plan, staff has not re-evaluated these considerations, and finds that these fundamental conclusions are still the same. See staff's August 9, 2016 report to the Commission and all associated exhibits previously submitted for preliminary plan consideration (see link in references above).

Instead, primary considerations are: Consistency with the previously approved preliminary plans; the ability to meet minimum applicable zoning and development standards and conditions of prior approval; and the ability to address other issues or concerns previously expressed.

#### **Consistent with previously approved plans**

With the exception of minor changes necessary to meet the conditions of revised preliminary site plan / development plan approval, no major changes have been made. The final site plan / development plan is substantially consistent with the revised preliminary plans approved by the Planning and Zoning Commission on August 9, 2016, and presented to the Board of Aldermen on September 6, 2016 for consideration of the application for Conditional Use Permit (Case No. PZ16-02A). Further, all changes are consistent with the intent of the revised preliminary plan approval. See "conditions of preliminary plan approval below" for additional details about plan changes.

#### **Ability to meet minimum applicable standards**

With noted exceptions, it was concluded with the approval of the revised preliminary site plan / development plan that the plans conform to the City's applicable zoning code and subdivision regulations, and the minimum standards thereof. Staff concludes that the use and plans are compatible with the general projections, goals and objectives of the City's adopted Master Plan. Since revised preliminary plan approval, the applicant has submitted final site plans dated August 12, 2016, revised final site plans dated September 2, 2016 addressing staff's comments (see Exhibit F), and a stormwater study that includes engineering calculations for the stormwater detention and stormwater treatment facilities.

#### **Conditions of Preliminary Plan approval**

The revised preliminary site plan / development plan (Case No. PZ16-02D) was approved, subject to the following conditions. The status of each is noted following each item.

- Annexation approval of parcels #20-8.0-34-000-000-006.000 and #20-8.0-34-000-000-006.001 by the Governing Body (Board of Aldermen) prior to approval of a final site plan / development plan, or issuance of a site development or higher permit.**

This condition has been met. The Board of Aldermen considered a voluntary annexation petition (Case No. PZ16-02E) and adopted an ordinance (Bill No. 2885), extending the limits of the City of Parkville to include the described real estate at a public hearing on September 6, 2016. The board unanimously approved (by a vote of 9-0) the ordinance.
- Rezoning of the annexed parcels #20-8.0-34-000-000-006.000 and #20-8.0-34-000-000-006.001 to a City district prior to approval of a final site plan / development plan, or issuance of a site development or higher permit.**

This condition is pending approval of item 4.A (Case No. PZ16-02F), an application to rezone two parcels of land — #20-8.0-34-000-000-006.000 (0.7646 acres, more or less) and parcel #20-8.0-34-000-000-006.001 (0.3255 acres, more or less) — generally located at 10530 Highway FF, from County “PI” Planned Industrial District to City “R-2” Single-Family Residential District.
- The applicant indicating the location of the two (2) required tree plantings on the final site plan / development plan.**

This condition has been met. The applicant proposes three (3) tree plantings and has indicated their location on the final site plan.
- Coordination with the City’s Parks Superintendent to determine appropriate street tree species to be planted as part of the two (2) required tree plantings.**

This condition has been met. The applicant has coordinated with the City’s Parks Superintendent, Tom Barnard, to determine appropriate street tree species to be planted. Tom recommended the following tree species: Frontier Elm, Swamp White Oak, Bald Cypress, Shumard Oak, Silver Linden’s and Kentucky Coffee. These recommendations are based on tree species currently on the subject property, as well as trees recently planted around the Parkville community by staff.
- A summary of the sanitary sewer impact to the existing public force main to be completed prior to the approval of the final site plan / development plan.**

This condition has not been met; however, staff is comfortable approving the final site plan / development plan, if this requirement is included as a condition for approval. Staff is currently reviewing these plans in accordance with City standards. This condition must be met prior to construction permit issuance.
- Verification of the location of the public force main and associated sewer easements conducted by the developer’s engineer prior to the issuance of a site development permit.**

This condition has not been met; however, staff is comfortable approving the final site plan / development plan, if this requirement is included as a condition for approval. Prior to the issuance of a site development permit, the developer’s engineer will be required to verify the location of the public force main and associated sewer easements.
- Preparation of any additional easements necessary for the existing force main and executed prior to the issuance of any site development permits.**

This condition has not been met; however, staff is comfortable approving the final site plan / development plan, if this requirement is included as a condition for approval. Prior to the

issuance of a site development permit, the developer shall prepare and execute any additional easements necessary for the existing force main.

- ***The applicant entering into an agreement with the City for the subject property's general sewer needs.***

This condition has not been met; however, staff is comfortable approving the final site plan / development plan, if this requirement is included as a condition for approval. The applicant will be required to pay the sewer tap and sewer impact fees in accordance with the City's ordinance. An agreement between the City and the applicant will be required to establish the fee structure relationship.

- **Remittance of payment to the City for sewer connection fees. The amount of the fee will be calculated after the City has received the summary of usage from the developer's engineer. This shall be completed before the issuance of any site development permits.**

This condition has not been met; however, staff is comfortable approving the final site plan / development plan, if this requirement is included as a condition for approval. The applicant will be required to pay the sewer tap and sewer impact fees in accordance with the City's ordinance. Further, staff has requested that a meter be placed on the sewer service line with a mission control unit to allow the City to monitor the sewer usage rates for monthly billing.

- **Submission of sanitary sewer plans for improvements to the sewer main and associated service connections by the developer's engineer, concurrent with the issuance of site construction plans. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.**

This condition has not been met; however, staff is comfortable approving the final site plan / development plan, if this requirement is included as a condition for approval. The developer's engineer has submitted sanitary sewer plans. Staff is currently reviewing these plans in accordance with City standards. This condition must be met prior to construction permit issuance.

- **Submission of erosion and sediment controls by the developer's engineer; reviewed and approved prior to the issuance of any site development permits and submitted concurrently with site construction plans.**

This condition has not been met; however, staff is comfortable approving the final site plan / development plan, if this requirement is included as a condition for approval. The developer's engineer has submitted erosion control plans. Staff is currently reviewing these plans in accordance with City standards. This condition must be met prior to construction permit issuance.

- **Submission of a stormwater management study that includes the details and calculations for stormwater detention and stormwater treatment facilities associated with the proposed improvements by the developer's engineer, concurrent with the issuance of site construction plans. The study shall be reviewed and approved by Public Works prior to issuance of any site development permits.**

The developer's engineer submitted a stormwater study that includes the engineering calculations for the stormwater detention and stormwater treatment facilities. Staff is comfortable with the level of detail provided in the stormwater study for approval of the final development plan. Staff will work with the developer's engineer to provide additional details

associated with the stormwater detention and stormwater treatment facilities prior to construction permit issuance.

- **The location, and general fixture design, of lighting for parking areas submitted for review prior to approval of a final site plan / development plan.**

This condition has been met. The applicant has indicated all locations of lighting fixtures to be installed on the final site plan, as well as heights above grade to be mounted/installed. Additionally, the applicant has described the type of lights to be installed — 135 Wall LED with Type 4 distribution and well-defined cutoff (See Exhibit J for more detail).

- **Installation of a Knox® box and padlock(s) as necessary for the Southern Platte Fire Protection District to access and serve all buildings and accessory structures on the subject property during an emergency.**

This condition has been met. The applicant has indicated the installation of a Knox® box and padlock on building permit sets submitted to the City's Building Official, Paul Giarratana.

- ***All bulk purchases of water from a pay station be accommodated by finding a mutually acceptable site in a centrally-located location in the City of Parkville; with the failure of such to happen, bulk water sales being restricted at the subject site.***

This condition has been met. The applicant is still deciding on the location in the City of Parkville for their pay station; however, if located on the subject site property, bulk water sales will be restricted to the hours of operation (i.e., daylight hours between 7:00 a.m. and 5:00 p.m.).

#### **Staff Conclusion and Recommendation**

Staff concludes, that with the exceptions noted above, the proposed plans: Conform to the City's applicable zoning code and subdivision regulations and the minimum standards thereof; conform to or are compatible with the general projections, goals and objectives of the City's adopted Master Plan; are generally compatible with existing and projected development on the surrounding properties and include screening, buffering, grading and other design features to minimize the impacts on surrounding residential properties; conform with the City's adopted engineering requirements and customary engineering standards used in the City; and provide streets, paths, walkways and driveways located so as to enhance connectivity, circulation and safety and minimize any adverse traffic impact on the surrounding area.

Staff also concludes: The final site plan / development plan demonstrates that concepts approved with the revised preliminary site plan / development plan work as designed; the final plans are substantially consistent with the approved preliminary plans; and that all conditions of preliminary plan approval have been met with noted exceptions.

Staff recommends approval of the final site plan / development plan for Missouri American Water Company, subject to the following conditions:

- Prior to issuance of a site development permit, the developer's engineer shall verify the location of the public force main and associated sewer easements.
- Prior to issuance of a site development permit, the developer shall prepare and execute any additional easements necessary for the existing force main.
- Prior to issuance of a site development permit, the developer and City shall enter into an agreement to serve the subject property.

- Prior to issuance of a site development permit, the developer shall remit payment to the City for the sewer connection fees.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit sanitary sewer plans for any improvements to the sewer main and associated sewer service connections. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit erosion and sediment control plans. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit a final stormwater management study that includes the details and calculations for the stormwater detention and stormwater treatment facilities associated with the proposed improvements. The study shall be reviewed and approved by Public Works prior to issuance of any site development permits.
- Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts and additional information which may be presented during the meeting. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

**Necessary Action**

Following consideration of the final site plan / development plan and supporting materials, associated exhibits, factors discussed above and any testimony presented during the regular meeting, the Planning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. 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 September 20, 2016, in conjunction with the application for zoning map revision (rezoning; Case No. PZ16-02F) and application for final plat (Case No. PZ16-02C), for final action.

*End of Memorandum*

	09-07-16
Stephen Lachky, AICP	Date
Community Development Director	

PLANNING AND ZONING COMMISSION ACTION

**Revised Conditional Use Permit**

- \* Requires Public Hearing at P&Z Commission
- \* Approved in conjunction with Preliminary Site/Development Plan
- \* At-Risk Application; conditions required

PLANNING AND ZONING COMMISSION ACTION

**Preliminary Site / Development Plan**

- \* Requires Public Hearing at P&Z Commission
- \* Conditional upon incorporation and rezoning of County parcels into City district.
- \* At-Risk Application; conditions required

BOARD OF ALDERMAN ACTION

**Annexation of County Parcels**

- \* Requires Public Hearing at BOA
- \* Action independent from P&Z Commission

*Requires independent action by Board of Alderman before proceeding.*

PLANNING AND ZONING COMMISSION ACTION

**Rezoning to "R-2"**

- \* Requires Public Hearing at P&Z Commission
- \* Can be approved concurrently with a the Final Site/Development Plan

PLANNING AND ZONING COMMISSION ACTION

**Final Site / Development Plan**

- \* Required before building permits can be issued

**Final Plat**

- \* Final Site/Development Plan requires re-platting the annexed parcels

BOARD OF ALDERMAN ACTION

**Proceeds to Board of Alderman for Approval**



## CITY OF PARKVILLE Policy Report

Date: September 13, 2016

Prepared By:  
Alysen Abel  
Public Works Director

Reviewed By:  
Lauren Palmer  
City Administrator

**ISSUE:**

Approve a construction agreement with Westland Construction, Inc. for the 2016 Downtown Sewer Repairs.

**BACKGROUND:**

The Sanitary Sewer Phase 3 program included (1) repairs of existing sanitary sewer pipe with cured-in-place pipe and (2) manhole repairs. On March 15, 2016, the Board of Aldermen approved a change order to the Sanitary Sewer Phase 2 contract with Insituform Technologies for the pipe lining work for the Sanitary Sewer Phase 3 project. The remaining manhole repairs were separated from the pipe lining. The manhole repairs are more general in scope and the City could obtain better pricing by separating the manhole repairs from the pipe lining work.

On June 14, 2016, the Board of Aldermen approved a work authorization with North Hills Engineering for the design and project management of the Main Street Sanitary Sewer Realignment. Since that time, the plans and specifications have been prepared. Because of the similar nature of the projects, the Sanitary Sewer Phase 3 Manhole Repairs was combined with the Main Street Sanitary Sewer Realignment to create the 2016 Downtown Sewer Repairs.

On September 8, 2016, the City received bids from five contractors for the 2016 Downtown Sewer Repairs. The low bidder was Westland Construction, Inc. with a total bid of \$117,000. The City has not worked with Westland Construction previously, however references came back favorably and the company's sewer experience is more than adequate for the sewer repair project.

**BUDGET IMPACT:**

The budget impact of the recommended contract is summarized in the following table, with detailed explanations in the narrative that follows:

	2016-17 CIP	Authorized to Date	Proposed Contract	Balance
Phase 3 – Line Repairs	\$290,000	\$163,520.50	n/a	\$126,479.50
Phase 3 – Manhole Repairs	<i>combined with line repairs</i>	\$0	\$117,000	(\$117,000)
Main Street Sewer Realignment	\$145,000	\$14,725.00	<i>combined with manhole repairs</i>	\$130,275
<b>TOTAL</b>	<b>\$435,000</b>	<b>\$178,245.50</b>	<b>\$117,000</b>	<b>\$139,754.50</b>

**ITEM 5E**  
*For 09-20-16*  
**Board of Aldermen Meeting**

- The 2016 and 2017 Capital Improvement Program includes \$230,000 and \$60,000 respectively for the Sanitary Sewer Phase 3 Repairs. On January 19, 2016, the Board of Aldermen approved a work authorization with North Hills Engineering for the design and project management of the Sanitary Sewer Phase 3 Repairs in the amount of \$30,975.
- On March 7, 2016, the Finance Committee approved a work authorization with H&H Septic for the cleaning and televising of downtown sewer lines associated with the Sanitary Sewer Phase 3 Repairs in an amount not to exceed \$6,000.
- On March 15, 2016, the Board of Aldermen approved a change order to the Sanitary Sewer Phase 2 Repairs project with Insituform Technologies for the Phase 3 repairs in the amount of \$117,166. An as-built change order was approved for the Phase 3 repairs in the amount of \$9,379.50; the revised contract amount for Insituform Technologies is \$126,545.50.
- On June 2, 2016, the City Administrator approved a professional services agreement with R.L. Buford & Associates for the survey assistance with the manhole repairs in the amount of \$1,800.
  - Sanitary Sewer Phase 3 Repairs Total Cost (to date) = \$165,320.50

The work associated with the Main Street Sewer Realignment was originally programmed in the 2017 Capital Improvements Program. Due to the condition of the pipe, staff recommended performing the work in 2016. On July 5, 2016, the Board adopted Ordinance No. 2850 to amend the 2016 budget to account for this expense among other changes. The updated estimated cost associated with the project is \$145,000.

- On June 14, 2016, the City Administrator approved a professional services agreement with R.L. Buford & Associates for the survey assistance with the Main Street Sanitary Sewer Realignment in the amount of \$2,200.
- On June 21, 2016, the Board of Aldermen approved a work authorization with North Hills Engineering for the design and project management of the Main Street Sewer Realignment in the amount of \$12,525.
  - Main Street Total Cost (to date) = \$14,725.00

The low bid provided by Westland Construction, Inc. was in the amount of \$117,000. Staff estimates that \$63,500 would be associated with the Sanitary Sewer Phase 3 Repairs and \$53,500 with the Main Street Sanitary Sewer Realignment.

- For the Sanitary Sewer Phase 3 Repairs, the total project cost would be \$228,820.50 of the programmed \$290,000, with a cost savings of \$61,179.50.
- For the Main Street Sanitary Sewer Realignment, the total project cost would be \$68,225 of the programmed \$145,000, with a cost savings of \$76,775.
  - Total cost savings = \$137,954.50

There are several factors that could explain the significant cost savings:

- The engineers estimate included contingencies that anticipated the complexity of the manhole reconstruction in the downtown area. Many of the areas have limited access and other complications that could have raised the prices.
- Combining two similar projects provided an economy of scale by reducing the mobilization costs.
- Bidding the project towards the end of the year, as many contractors enter their dormant season, may have provided favorable unit prices for the work associated with the Downtown Sewer Repair project.

There have been several sewer related expenditures during 2016 that were not originally included in the 2016 budget and Capital Improvements Program. This has had an impact on the City's Emergency Fund. A portion of the total cost savings from the Downtown Sewer Repairs could be applied to rebuild the Emergency Fund or future CIP projects.

There are two issues at the sewer plant that staff is currently seeking estimates from contractors to perform the work. The first is a breach in the levee next to the sewer plant. The second is bank stabilization along the access path to the plant. Staff is hopeful that both of these projects can be completed this year. Staff recommends using a portion of the cost savings on the needed improvements stream bank and levee improvements at the plant.

ALTERNATIVES:

1. Approve a construction agreement with Westland Construction, Inc. for the 2016 Downtown Sewer Repairs in the amount of \$117,000.
2. Provide alternative direction to staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the approval of a construction agreement with Westland Construction, Inc. for the 2016 Downtown Sewer Repairs in the amount of \$117,000.

FINANCE COMMITTEE RECOMMENDATION:

Based on feedback from the construction industry professionals, staff decided to delay the bid opening to Thursday, September 8, 2016. The original bid date was the Tuesday after Labor Day. Because of the timing of the bid opening, staff was not able to prepare this item for the Finance Committee meeting on September 12, 2016. Due to the cancellation of the Finance Committee meeting on September 26, 2016, this item would be delayed an additional 4 weeks before approval by the Board of Aldermen on October 18, 2016.

POLICY:

The Purchasing Policy, Resolution No. 10-02-14, requires the Board of Aldermen to approve all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve a construction agreement with Westland Construction, Inc. for the 2016 Downtown Sewer Repairs in the amount of \$117,000.

ATTACHMENTS:

1. Bid Tabulation
2. Construction Agreement

**BID TABULATION**  
**2016 DOWNTOWN SEWER REPAIRS**  
**BID DATE: SEPTEMBER 8, 2016, 10:00 A.M.**

Bidder	TOTAL
Westland Construction, Inc. (Basehor, KS)	\$117,000.00*
Blue Nile Contractors (Claycomo, MO)	\$123,346.13
Wiedenmann, Inc. (Belton, MO)	\$124,200.00
Utility Solutions, LLC (Basehor, KS)	\$131,500.00
She Digs It, LLC (Blue Springs, MO)	\$188,000.00

\*Denotes recommended contractor

**CITY OF PARKVILLE, MO**

**AGREEMENT BETWEEN CITY OF PARKVILLE  
AND CONTRACTOR  
FOR**

**PUBLIC IMPROVEMENT OF:  
DOWNTOWN SEWER REPAIRS, 2016**

This agreement is made and entered into this **20<sup>th</sup>** day of **September**, 2016, by and between the City of Parkville, Missouri, (hereinafter the "City") and

**WESTLAND CONSTRUCTION, INC.** (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Addenda, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions (collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, , its, successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of **ONE HUNDRED SEVENTEEN THOUSAND DOLLARS AND NO/100 DOLLARS (\$117,000.00)** (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work by this Contract within **90 days** of Owner's written Notice to Proceed. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$200.00 for each and every calendar day the work remains incomplete over the specified completion time. Additional time limitations are set forth on the Drawings.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured-and Notice of Cancellation Endorsements, the fully executed Performance and Payment Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

Exhibit 1	Bid Form, Completed and signed by Contractor
Exhibit A	General Conditions of the Contract
Exhibit A-1	Special Conditions of the Contract
Exhibit B-1	Form of Performance Bond
Exhibit B-2	Form of Payment Bond
Exhibit C	List of Plans (by sheet number and date)
Exhibit D	Specifications (N/A)
Exhibit D-1	Addenda
Exhibit E	Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition
Exhibit F	Sales tax exemption documentation forms
Exhibit G	Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
Exhibit H	Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
Exhibit I	Affidavit of Compliance with R.S. Mo §285.530.6
Exhibit J-1	Applicable Missouri Prevailing Wage Rates
Exhibit J-2	Prevailing Wage Rate Reporting Form
Exhibit J-3	Certification of Compliance with Prevailing Wage Requirements
Exhibit K	Insurance Requirements
Exhibit L	Form of Bill of Sale
Exhibit M	Form of Bailment Agreement
Exhibit N	Form of Conditional Partial Waiver of Lien and Release of Claims
Exhibit O	Form of Conditional Final Waiver of Lien and Release of Claims
	Certificate of Substantial Completion
	Certificate of Final Completion
	Construction Change Directive
	Change Order

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed thru counterparts of this contract in the prescribed form and manner, the day and year first above written.

CITY OF PARKVILLE, MISSOURI

By: Nanette K. Johnston

\_\_\_\_\_  
Title: Mayor

ATTEST:

\_\_\_\_\_  
Melissa McChesney, City Clerk

WESTLAND CONSTRUCTION, INC.  
20510 163<sup>rd</sup> Street  
Basehor, Ks 66007  
913-724-3191

By \_\_\_\_\_

(SEAL)

Title

\_\_\_\_\_  
***(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)***

## **CITY OF PARKVILLE**

### **Policy Report**

Date: Monday, September 19, 2016

Prepared By:  
Melissa McChesney  
City Clerk

Reviewed By:  
Lauren Palmer  
City Administrator

ISSUE:

Approve or reject the alternate slate of nominations for the Parkville Old Towne Market Community Improvement District through June 2020.

BACKGROUND:

The petition to establish the Parkville Old Towne Market Community Improvement District (POTMCID) was approved June 20, 2006, and included membership requirements of the Board of Directors, the name of the nine original members to serve as the directors, and procedures for appointments. On August 15, 2016, the Mayor received a slate of nominations for the appointment of three successor directors (see Attachment 2). On September 6, 2016, the Board of Aldermen rejected the slate. A letter was sent via certified mail on September 7, 2016, to the POTMCID stating the reasons for the rejection of the initial slate.

On September 16, 2016, the Mayor received an alternate slate of nominations (see Attachment 3). Based on the records of the POTMCID, the revised slate addressed the questions raised by city staff regarding discrepancies in the number of appointments and vacancies being filled. The POTMCID attached a reconciliation of the appointments showing the number of appointees for the terms ending in June 2020 at four appointees. Pursuant to Ordinance No. 2264, initial terms for five members were set for two years and initial terms for four members were set at four years. The terms are assigned to the position (owner, operator, resident) and not to the appointee.

	<u>Initial</u>	<u>Successor</u>	<u>Successor</u>	<u>Successor</u>
5 members:	2006-2008	2008-2012	2012-2016	<b>2016-2020</b>
4 members:	2006-2010	2010-2014	2014-2018	

Pursuant to Ordinance No. 2264, the Board of Aldermen must respond to the revised slate of nomination no later than 15 days following the date of submission to the City Clerk. The Board must respond by September 30 or the slate of successor directors will be deemed appointed. The Mayor or Board of Aldermen may reject the slate and submit in writing its reasons for rejection and request that the District submit an alternate slate. The District has 10 days, following receipt of the written request from the City, to submit an alternate slate. Following receipt of the alternate slate, the Board of Aldermen has 10 days to appoint the successor directors or reject the slate. The District then has 10 days to submit an alternate slate. The process repeats until the successor directors are appointed or deemed appointed due to non-response or a missed deadline.

BUDGET IMPACT:

There is no impact to the budget.

ALTERNATIVES:

1. Approve the slate.
2. Reject the slate and request a new slate.

3. Postpone to a special meeting to be held on or before September 30.

**STAFF RECOMMENDATION:**

Staff recommends that the Board of Aldermen take action on or before September 30 to approve or reject the slate submitted by the Parkville Old Towne Market Community Improvement District for appointments through June 2020. If the slate is rejected, the Board must outline its reasons in writing.

**POLICY:**

According to Ordinance No. 2264, the POTMCID Board of Directors shall be appointed by the Mayor with consent of the Board of Aldermen by resolution according to a slate submitted to the City Clerk by the Board of Directors. The Board of Aldermen must either appoint or reject the slate of nominations within 30 days of receipt by the City Clerk.

**SUGGESTED MOTIONS:**

**Approve**

I move to approve Resolution No. 16-018 approving the appointments of Dave Williams and Tom Hutsler as property owner representatives, Mark Bentley as a business operator representative and Art Brown as a resident representative to the Parkville Old Towne Market Community Improvement District appointments through June 2020.

OR

**Reject**

I move to reject the alternate slate of nominations for the Parkville Old Towne Market Community Improvement District appointments through June 2020 for the following reasons:  
<list reasons>.

**ATTACHMENTS:**

1. Resolution No. 16-018
2. Initial Successor Director Nomination Letter from POTMCID Board of Directors (received 8/15/16)
3. Revised Successor Director Nomination Letter from POTMCID Board of Directors (received 9/16/16)
4. Ordinance No. 2264, Section IV, subsection B. Board of Directors (excerpt)
5. City Records of Appointment History



**CITY OF PARKVILLE, MO.  
RESOLUTION No. 16-018**

**A RESOLUTION NAMING APPOINTMENTS TO THE PARKVILLE OLD TOWNE MARKET  
COMMUNITY IMPROVEMENT DISTRICT BOARD OF DIRECTORS**

WHEREAS, Ordinance No. 2264 states that the District will be governed by a Board of Directors consisting of nine directors who shall be either an owner of real property within the District, an owner of a business operating within the District, or a registered voter residing within the District; and

WHEREAS, Ordinance No. 2264 states that no more than three appointees shall serve as owner representatives, and no more than five shall serve as operator representatives and the remainder shall serve as resident representative(s); and

WHEREAS, members of the Parkville Old Towne Market Community Improvement District Board of Directors serve for a term of four years ending June 30; and

WHEREAS, Ordinance No. 2264 states members shall be appointed by the Mayor with consent of the Board of Aldermen by resolution according to a slate of nominees from the Board of Directors submitted to the City Clerk; and

WHEREAS, the City Clerk received an alternate slate of nominations from the Board of Directors on September 16, 2016.

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

Section 1. The City of Parkville hereby names Tom Hutsler and Dave Williams as property owner representatives, Mark Bentley as a business operator representative and Art Brown as a resident representative to the Parkville Old Towne Market Community Improvement District Board of Directors through June 2020.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 20<sup>th</sup> day of September 2016.

\_\_\_\_\_  
Mayor Nanette K. Johnston

ATTESTED:

\_\_\_\_\_  
City Clerk Melissa McChesney



PARKVILLE OLD TOWNE MARKET  
COMMUNITY IMPROVEMENT DISTRICT  
173 ENGLISH LANDING DRIVE  
PARKVILLE, MISSOURI  
parkvilleoldtmcid@gmail.com

August 8, 2016

Mayor Nan Johnston  
City of Parkville  
8880 Clark Avenue  
Parkville, Missouri 64152

Dear Mayor Johnston,

At the Parkville Old Towne Market Community Improvement District Annual Meeting held on July 21, 2016, the Directors unanimously nominated the following slate for appointment as successor directors for four year terms expiring June 2020:

Mark Bentley, Business Operator  
Tom Hutsler, Resident  
Dave Williams, Property Owner

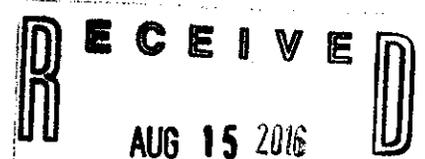
We have not yet nominated the individual to serve in the fourth vacant successor position.

We would appreciate your consideration for appointment of these successor directors to the Parkville Old Towne Market Community Improvement District Board of Directors.

The District looks forward to continuing to provide benefits to Old Towne Parkville. We will provide future updates as appropriate.

Sincerely,

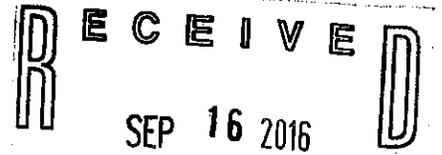
Tom Hutsler  
Chair



CITY OF PARKVILLE, MO



PARKVILLE OLD TOWNE MARKET  
COMMUNITY IMPROVEMENT DISTRICT  
173 ENGLISH LANDING DRIVE  
PARKVILLE, MISSOURI  
parkvilleoldtmcid@gmail.com



September 15, 2016

CITY OF PARKVILLE, MO

4:01 p.m.

Mayor Nan Johnston  
City of Parkville  
8880 Clark Avenue  
Parkville, Missouri 64152

Dear Mayor Johnston,

In response to your rejection of the proposed slate for Successor Directors for the Parkville Old Towne Market Community Improvement District (Letter dated September 9, 2016) the POTMCID Board (Special Meeting 9.15.16) unanimously nominated the following revised slate for appointment as successor directors for four year terms expiring June 2020:

Mark Bentley, Business Operator  
Tom Hutsler, Property Owner  
Dave Williams, Property Owner  
Art Brown, Resident

In response to the three points you stated in your rejection letter, we offer:

1. The slate we are proposing has no vacancies.
2. Your statement regarding the proposed Route 9 Community Improvement District has no relevance to the appointment of the POTMCID Board.
3. Attached is a reconciliation of the approved Board slates and classes for terms confirming the slate for the class with terms ending in June 2020 consists of only four members.

We would appreciate your consideration and approval for appointment of these successor directors to the Parkville Old Towne Market Community Improvement District Board of Directors.

The District looks forward to continuing to provide benefits to Old Towne Parkville. We will provide future updates as appropriate.

Sincerely,

Tom Hutsler  
Chair

Encl.: Parkville Old Towne Market Community Improvement District Historical Reconciliation of Board members and terms.

Successor Directors		Appointed Interim Director(s) for Vacant Director Slot			
<b>Directors Terms Ending in 2010 (Class of 5)</b>					
Angelo Gangai		Dan Gallagher			
Tom Hutlser					
Ralph Liebetrau		Kathleen Fasone			
Christie McKibben		Kevin Heaton	Melissa Robbins		
Frank McCall					
<b>Directors Terms Ending in 2012 (Class of 4)</b>					
John Kuhns					
Dave Williams					
Dan Gallagher		Kevin Heaton			
Mark Bentley					
<b>Directors Terms Ending in 2014 (Class of 5)</b>					
Kathleen Fasone		Chad Earwood	Alfonso Restrepo		
John Kuhns					
Josh Brock		Rachel Atwood	Fred Nutt		
Adam Eimer		Debbie Worley			
Tom Hutsler					
<b>Directors Terms Ending in 2016 (Class of 4)</b>					
Dave Williams					
January Carter		Mark Bentley			
Tom Jones		Kevin Heaton	John Kuhns		
Fred Nutt		Tom Hutsler			
<b>Directors Terms Ending in 2018 (Class of 5)</b>					
Debbie Worley					
Nick Casale					
Jeff Cunningham					
Mark Gould					
Ken Wilson					
<b>Proposed Directors Terms Ending in 2020 (Class of 4)</b>					
Mark Bentley					
Tom Hutsler					
Dave Williams					
Art Brown					

R E C E I V E D  
SEP 16 2016

CITY OF PARKVILLE, MO

4:01 p.m.

**C. Budget**

The commencement of the Eligible Services and the implementation of the District Sales Tax are expected to occur within the first year of the District's existence. The estimated initial costs of the Eligible Services are shown on Exhibit C ("Estimated Cost of the Eligible Services") to the Petition.

**IV. GOVERNANCE OF THE DISTRICT**

**A. Type of District**

The District shall be a separate political subdivision and shall have all of the powers granted to and/or exercisable by a community improvement district according to the Act except to the extent its powers are expressly limited by this Petition.

**B. Board of Directors**

**1. Number**

The District shall be governed by a Board of Directors (the "District Board") consisting of nine (9) directors.

**2. Qualifications**

Each Member of the District Board ("Director") shall meet the following requirements:

- (a) be at least 18 years of age;
- (b) be and must declare to be either an owner of real property ("Owner") within the District, an owner of a business ("Operator") operating within the District, or a registered voter residing with the District ("Resident"), as provided in the Act; and
- (c) be nominated pursuant to a slate submitted by the District Board to the Mayor of the City with the consent of the Board of Aldermen pursuant to the procedures set forth below.

**3. Nominating Procedures**

- (a) Each individual nominated ("Nominee") to be a Director must be deemed to be either an Owner, an Operator or a Resident and classified as such, and be nominated by two (2) sitting Directors.

- (b) The Directors shall then vote to select from the qualified Nominees the requisite number of Nominees to comprise the aforementioned slate to be submitted to the City Clerk
- (c) In no event shall there be more than five (5) Directors deemed to be Operators, nor shall there be more than three (3) Directors deemed to be Owners.

The failure of the District Board to follow the preceding nominating procedures shall not affect the District Board's authority to hold meetings, exercise any of the District's powers or take any action otherwise lawful.

**4. Initial Directors**

The initial Directors to serve on the District Board, their respective terms and classification as Owner, Operator or Resident shall be:

<b>NAME</b>	<b>TYPE</b>	<b>TERM</b>
Mindy Diaz	Operator	Two Years
Rhonda Doyle	Owner	Two Years
Angelo Gangai	Operator	Four Years
Tom Hutsler	Owner	Four Years
John Kuhns	Operator	Two Years
Ralph Liebetrau	Operator	Four Years
Frank McCall	Resident	Two Years
Kristy McKibben	Operator	Four Years
Dave Williams	Owner	Two Years

**5. Terms**

The initial Directors named above shall serve for the terms set out opposite their names or until their successor is appointed in accordance with this Petition and their successors shall serve for four-year terms or until their successor is appointed in accordance with this Petition.

In the event for any reason a Director is not able to serve his or her full term ("Exiting Director"), any vacancy to the District Board shall be filled by appointment of a Director ("Interim Director") by a majority vote of the District Board. Any Interim Director shall be of the same type and from the same area as the Exiting Director, unless otherwise stated in the By-Laws adopted by the District Board upon formation of the District, as they may be amended from time to time.

**6. Successor Directors**

Successor Directors, whether to serve a new term or to fill a vacancy on the District Board, shall be appointed by the Mayor of the City with the consent of the Board of Aldermen by resolution according to a slate submitted to the City Clerk by the District Board. Upon receipt of such slate from the District Board, the City Clerk shall immediately deliver the slate to the Mayor and the Board of Aldermen. Not later than 30 days following the date the slate is submitted to the City Clerk:

- (a) the Mayor shall appoint the successor Directors according to the slate submitted and the Board of Aldermen shall consent by resolution to the appointment; or
- (b) the Mayor or the Board of Aldermen may reject the slate submitted and request in writing with written reasons for rejection of the slate that the District Board submit an alternate slate. If no action is completed within the 30-day period, the successor Directors shall be deemed to have been appointed by the Mayor with the consent of the Board of Aldermen according to the slate submitted as of the expiration of the 30-day period.

If an alternate slate is requested, the District Board shall within 10 days following receipt of the written request submit an alternate slate to the City Clerk. The City Clerk shall immediately deliver the alternate slate to the Mayor and the Board of Aldermen. Not later than 15 days following the date the alternate slate is submitted to the City Clerk:

- (a) the Mayor shall appoint the successor Directors according to the alternate slate submitted and the Board of Aldermen shall consent by resolution to the appointment; or
- (b) the Mayor or the Board of Aldermen may reject the alternate slate submitted and request in writing with written reasons for rejection of the alternate slate that the District Board submit another alternate slate. If no action is completed within the 15-day period, the successor Directors shall be deemed to have been appointed by the Mayor with the consent of the Board of Aldermen according to the alternate slate submitted as of the expiration of the 15-day period.

The procedure described above shall continue until the successor Directors are appointed or deemed to be appointed by the Mayor with the consent of the Board of Aldermen; provided, however, the time period for action by the Mayor and the Board of Aldermen following the submission of each alternate slate shall be reduced to 10 days.

## City Record of POTMCID Appointments

**Representative (Initial term)**

	<u>2006-2008</u> Approved 6/20/06	<u>2006-2010</u> Approved 6/20/06	<u>2008-2012</u> Approved 3/3/09	<u>2010-2014</u> Approved 8/17/10	<u>2012-2016</u> Approved 7/3/12	<u>*2014-2018</u> Not approved by BoA	<u># 2016-2020</u> Proposed Slate
Operator (2)	Mindy Diaz		Mark Bentley		<sup>2</sup> Fred Nutt/Mark Bentley		Mark Bentley
Operator (2)	John Kuhns		John Kuhns		<sup>2</sup> January Carter/ <sup>1</sup> John Kuhns		
Operator (4)		Angelo Gangai		John Kuhns		Jeffrey Cunningham	
Operator (4)		Ralph Liebtrau		Josh Brock		Mark Gould	
Operator (4)		Kristy McKibben		Adam Eimer		Debbie Worley	
Owner (2)	Dave Williams		Dave Williams		Dave Williams		Dave Williams
Owner (2)	Rhonda Doyle		Kevin Heaton		<sup>2</sup> Tom Jones/ <sup>1</sup> Tom Hutsler		Tom Hutsler
Owner (4)		Tom Hutsler		<sup>1</sup> Tom Hutsler		Nick Casale	
Resident (2)	Frank McCall		Frank McCall	<sup>2,3</sup> Mark Bentley		Kenneth Wilson	Art Brown
	Initial Directors	Initial Directors	Successor Directors	Successor Directors	Successor Directors	Successor Directors	Successor Directors

*The appointments listed above were approved by the Board of Aldermen, with the exception of the 2014-2018 term.*

\* Slate submitted but not approved by the Board of Aldermen

<sup>1</sup> POTMCID shows 2 resident directors on the Board so staff assumes one filled the term of the owner representative. Since the POTMCID Board of Directors appoints interim directors without Mayor and Board of Aldermen approval, staff cannot verify if/when Tom Hustler and John Kuhns were appointed as interim directors. It appears Tom Hutsler was appointed to fill the unexpired term vacated by Tom Jones. Therefore, John Kuhns must be filling the unexpired term of January Carter.

<sup>2</sup> No record of resignation

<sup>3</sup> Appointed to fill vacancy of Frank McCall for 2008-2012 but apparently continued through the 2010-2014 term. It appears that after Mark Bentley resigned as a resident director he was reappointed to fill an unexpired business operator term (for either Fred Nutt or January Carter). Ken Wilson was apparently appointed to a resident term through 2018, thereby shifting the staggering of terms. There are now four seats serving terms through 2016, instead of five.

# Current POTMCID Slate of nominations