



Notes: At 5:45 p.m., a closed session will be held regarding attorney-client matters pursuant to RSMo 610.021(1) and personnel matters pursuant to RSMo 610.021(3).

BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, October 6, 2015 7:00 pm
City Hall Boardroom

Next numbers: Bill No. 2851 / Ord. No. 2820

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

- A. Sarah Walters and Walt and Ellie Chrisman regarding Bella Vista at the National

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the September 15, 2015, regular meeting
- B. Receive and file the August sewer report
- C. Items related to the Refunding Certificates of Participation, Series 2015
 - 1. Approve the selection of Commerce Bank for investment banking services
 - 2. Approve a short-term loan from the Emergency Reserve Fund to reduce the par amount
- D. Approve the second reading of an ordinance amending Parkville Municipal Code Chapter 400 defining retail uses and Chapter 442 restricting ground floor uses on Main Street between the railroad tracks and 2nd Street – Case PZ15-26; City of Parkville Community Development Department, applicant
- E. Approve the amended retailer of intoxicating liquor in the original package liquor license for WBJ Distributing, Inc. located at 170 English Landing Drive, Suite 141
- F. Approve a retailer of intoxicating liquor in the original package with Sunday sales liquor license for TA Operating, LLC dba Minit Mart located at 6316 NW Highway 9
- G. Authorize staff to present three proposed concepts for public consideration for the decorative sculpture using the tree stump at McKeon Stage in English Landing Park
- H. Approve accounts payable from September 9 to September 25, 2015
- I. Approve a retail liquor by the drink picnic license for the Parkville Chamber of Commerce for the Parkville in Art event on October 17, 2015

Please Note: All matters listed under "Consent Agenda" are considered to be routine by the Board of Aldermen and will be enacted upon under one motion without discussion. Any member of the Board of Aldermen may be allowed to request an item be pulled from the Consent Agenda for consideration under the regular agenda if debate and a separate motion are desired. Any member of the Board of Aldermen may be allowed to question or comment on an item on the Consent Agenda without a separate motion under the regular agenda. Items not removed from the Consent Agenda will stand approved upon motion of any Alderman, followed by a second and a majority voice vote to "Approve the consent agenda and recommended motions for each item as presented." If the consent agenda includes the second reading of an ordinance, the vote will be taken by roll call.

5. ACTION AGENDA

- A. Approve the employee health insurance renewal for 2016 with Blue Cross/Blue Shield (Administration)
- B. Adopt an ordinance approving the final plat of Lot 2-1 through 2-2, Townhomes at the National 2nd Plat – Case PZ15-32; applicant Double Eagle Builders, LLC, owner (Community Development)

6. NON-ACTION AGENDA

- A. Brush Creek Drainage and Brink Meyer Neighborhood Improvement Districts payment strategy (Administration)

7. STAFF UPDATES ON ACTIVITIES

- A. Community Development
 - 1. Zoning and Subdivision Regulations
 - 2. QuikTrip

8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

9. ADJOURN

General Agenda Notes:

The agenda closed at noon on October 1, 2015. 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 October 6, 2015.



Memorandum

To: Lauren Palmer, City Administrator; Parkville Mayor and Board
From: Sean Ackerson, Assistant City Administrator / Community Development Director
Date: Thursday, October 1, 2015
RE: Complaints and questions regarding the approved Bella Vista Apartments

Over the last few weeks City staff have responded to questions and complaints regarding the approved preliminary development plan for the Bella Vista Apartments. Many neighbors were not aware of the application or public hearings and wish to have their voices heard. Primary concerns expressed include the perceived lack of notice, approved use, character, views and arrangements to use the golf course. For your background I have prepared a summary of the approved preliminary plans for Bella Vista, approved National Master Plan, and primary concerns we have heard (public notice, disclosure, request for additional input, and desired plan revisions).

Bella Vista Preliminary Plan

The property is located south of 45 Highway, east of NW Lake Crest Lane, west of the Bell Road Industrial Park and north of Lime Stone Court. The property is part of the approved preliminary development plan for The Villas at the National and is zoned "R-5" Planned Multi-Family Residential District.

A preliminary plan for apartments was submitted by the property owner J3-Pandi, LLC, on behalf of a separate development group. The plan includes 302 apartment units in three buildings. Each building has a mix of one-, two-, and three-bedroom units in four floors constructed over a lower-level parking garage. Parking is also provided in three lots – one behind each building. Within the lots, individual parking garages are proposed as an alternative to uncovered parking. The plans also included trails, a dog park, vehicle rinsing and vacuuming station, and a pool / outdoor entertainment area.

The Planning and Zoning Commission held a public hearing on May 12, 2015, and unanimously recommended approval by the Board of aldermen, subject to meeting defined conditions. On June 16, 2015, the Board of Aldermen unanimously approved the preliminary plan, subject to conditions. The minutes of the Board meeting and approved plans can be found online at <http://parkvillemo.gov/government/agendas-minutes/board-of-aldermen/board-aldermen-meetings/> - see item 5B in the June 16, 2015, meeting packet, minutes and video.

National Master Plan

The site is located on the northern portion of Tract CC of the National Golf Club's approved Community Unit Plan (CUP) – the Master Plan approved for the National's residential and non-

residential development. Per the approved CUP, Tract CC includes approximately 46 acres of land to be developed with 368 residential units. Tract CC was rezoned to "R-5" Planned Multi-Family Residential District on July 20, 1999, (via Ordinance No. 1816) and has previously been approved for multi-family uses. Following approval of the CUP, multiple development plans have been approved for the site. Most have transitioned from lower-density uses at the south end of the project along Lime Stone Road to higher-density uses to the north closer to 45 Highway and the Bell Road Industrial Park.

In 2000, the City approved the preliminary development plan for Eagle Pointe at the National which included 240 apartment units and 112 condominium units in smaller multiplex buildings. In 2005, the Villas at the National was approved for the same property. The Villas included two apartment buildings that varied in height from 3 to 5 residential stories. The plans included 153 apartment units and 92 townhome units. An amended plan for the southern portion of the site was approved in 2007 as the Townhomes at the National. The recent approval of Townhomes at the Nation Phase 3 reduced the number of units on the balance of Tract CC to 66 approved units. The Bella Vista plan includes 302 units, making up the balance of the 368 units across the 46 acre Tract CC.

Public Notice

The City's "R-5" zoning regulations require a preliminary plan to be considered in a public hearing. Revised plans are only to be heard by the Board of Aldermen. However, since the plans submitted were not merely revisions of early plans but new plans, staff required a public hearing. The zoning regulations require notice to be published in a local paper and to be mailed to property owners within 185 feet of the property. The 185 feet is based on the statutory authority for property owners within 185 feet of a proposed zoning change (change in regulations, restrictions or boundaries) to file a protest petition, which if valid requires a 2/3 majority approval of the Board of Alderman as opposed to simple majority of 51%.

The public hearing was held as required and all requirements for posting, publishing, and mailing notice of the hearing were met, including certified mail to owners within 185 feet of the property and notice published in the Platte County Landmark. In addition, the City posted signs visible to the public along 45 Highway and Lime Stone Court. Beyond these requirements the City posted a hearing summary on the City webpage.

The mailed notices did not include any properties on Brassie Lane, Heather Way or National Drive, which were all beyond the required 185 foot notification area. Nearby neighbors (outside the 185 foot notification area) have stated their frustration that they were not notified by the owners / developers, homeowner's association or City. With the exception of a notice in the paper, the state statutes do not require notice to anyone outside the 185 foot boundary. The City posts other notices as described above to communicate to those outside the 185 feet, but no individual notice is given. Since additional notice cannot be administered uniformly, with the exception of posting information on the webpage, City policy has been to only meet the notice requirements. Separately, although encouraged, there is no City requirement for notification of abutting or nearby homeowners, property owners or associations by the applicant or developer (even if the application is within the same development). As such, any notice beyond that required was at the discretion of the applicant / developers.

Disclosure

Some neighbors have stated that disclosures and real estate materials did not include any indication that the subject site was to be multi-family, and did not match the development master plan approved by the City in 1999. The City-approved rezoning and development master plan is

a public record. With the exception of requested zoning verification, the City is not involved in real estate disclosures. To our knowledge, the City has no authority over the content of real estate and development marketing materials. With the exception of instances where the City is made aware property is being marketed for uses that cannot be approved, the City does not review or comment on real estate materials.

Additional input

Neighbors have expressed a desire for additional public input. Following approval of the preliminary plan, the applicant must prepare engineering plans and specifications and final development plans meeting the City zoning requirements and conditions of preliminary plan approval. Once submitted, the final plan would be heard by the Planning and Zoning Commission, who would recommend final action to the Board of Aldermen. Unless the final plan changes significantly from the approved preliminary plan, there are no additional public hearings. Instead the plan is heard as part of a public meeting. Public comments allowed at the discretion of the Commission or Mayor and Board would be expected to be relevant to consideration of the final development plan. Desires for revisions beyond the preliminary plan would not be relevant since the City has no known authority to alter the prior terms of approval.

As an alternative, staff has recommended concerned parties reach out to the applicant and/or developer if they wish to suggest changes. However, the City has no authority to require either party to meet or respond. Unless the final development plan is significantly different from the approved preliminary plan, the City has no authority to require reconsideration or new input.

Plan revisions

Neighbors have suggested revisions to increase separation and screening between the apartments and existing single-family homes, revised hours of operation, and other changes to the approved preliminary development plans. The developer could voluntarily make these changes as part of the final development plan, but the City has no authority to require these changes. As with the desire for additional input, staff has recommended concerned parties reach out to the applicant and/or developer if they wish to suggest revisions. Again, the City has no authority to require either party to meet or respond. Unless the final development plan is significantly different from the approved preliminary plan, the City has no known authority to require revisions desired by concerned parties.

End of Memorandum

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, September 15, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman David Jones	- 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
Sean Ackerson, Assistant City Administrator/Community Development Director
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Matthew Chapman, Human Resources/Finance Director
Tim Blakeslee, Assistant to the City Administrator
Zach Tusinger, Community Development Intern

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

4. CONSENT AGENDA

- A. Approve the minutes for the September 1, 2015 regular meeting
- B. Receive and file the August Municipal Court Report
- C. Receive and file the financial report for the month ending August 31, 2015
- D. Receive and file the crime statistics for January through July 2015
- E. Approve Resolution No. 09-02-15 employing Eric Pils as full-time laborer for the Streets Division of the Public Works Department
- F. Approve Resolution No. 09-03-15 adopting the 2015 Mid-America Regional Council Regional Multi-Hazard Mitigation Plan
- G. Authorize staff to prepare and submit an application for the Hazard Mitigation Grant Program to the State of Missouri Emergency Management Agency for the low-water bridge crossing in English Landing Park
- H. Declare two Public Works trucks and equipment as surplus equipment and authorize staff to auction them through KCI Auto Auction
- I. Approve accounts payable from August 27 to September 9, 2015

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, MOTION PASSED 8-0.

5. ACTION AGENDA

A. **Approve Resolution No. 09-04-15 expressing intent to use economic development incentives to promote appropriate development in the Brush Creek Drainage and Brink Meyer Neighborhood Improvement Districts**

City Administrator Lauren Palmer stated that in 2014 the City issued permanent financing for the Neighborhood Improvement Districts (NID) and the first round of assessments were due in December, but only a portion of those assessments were received. Palmer said staff was working with the Parkville Economic Development Council to prompt development in the area and one recurring theme was a reluctance to invest money for a preliminary development proposal without knowing the City's commitment to land uses. The proposed resolution affirmed the City's willingness to use incentives to offset the NID assessments and was intended to be a supplement to the Economic Development Council policy adopted on October 4, 2011. Palmer said the resolution highlighted the Board of Aldermen's willingness to consider incentives, it was in accordance with the feasibility study and master plan that recommended multi-family development, Tract IV was given the highest priority because it carried the highest debt burden, and delinquent owners would not be considered for incentives. Palmer also said the school district had concerns about how property taxes would affect the district.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO ADOPT RESOLUTION NO. 09-04-15 EXPRESSING THE BOARD'S INTENT TO USE ECONOMIC DEVELOPMENT INCENTIVES TO PROMOTE APPROPRIATE DEVELOPMENT IN THE BRUSH CREEK DRAINAGE AND BRINK MEYER ROAD NIDS. ALL AYES, MOTION PASSED 8-0.

B. **Approve the first reading of an ordinance amending Parkville Municipal Code Chapter 400 to define retail uses and Chapter 442 restricting ground floor uses on Main Street between the railroad tracks to the south and 2nd Street to the north – Case PZ15-26; City of Parkville Community Development Department, applicant**

Community Development Intern Zach Tusinger explained that in June the City received a petition from 14 property owners and Main Street Parkville Association representatives to limit street-level uses on Main Street between the railroad tracks and Second Street. Tusinger said the existing non-retail uses would be grandfathered in as legal non-conforming uses and would not be forced to relocate. Vacant properties would be obligated to market to retail tenants, but if the owner was not able to find a retail tenant and could demonstrate that a good faith effort was made to market to them, the owner could receive an administrative exception permit. If the exception was denied the property owner could appeal to the Board of Zoning Appeals. Tusinger added the proposed text amendment could be reviewed again with the zoning code update.

The Planning and Zoning Commission held a public hearing on September 8 and provided guidance on requirements for the Community Development Director to approve an administrative exception and reduced the abandonment clause to six months.

Further discussion focused on the requirements to obtain an administrative exception permit and if the text amendment was too broad or too limiting. Assistant City Administrator/Community Development Director Sean Ackerson provided an overview of the acceptable advertising methods.

Ackerson also explained that legal non-conforming uses existing at the time of adoption would be allowed to fill vacancies with non-conforming uses for up to six months. He added that if they could not fill the non-conforming use with an equivalent or more restrictive use within six months they would need an administrative exception to retain the prior use.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE BILL NO. 2850, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 400 TO DEFINE RETAIL USES AND CHAPTER 442,

“OTD” OLD TOWN DISTRICT TO RESTRICT GROUND FLOOR USES ON MAIN STREET BETWEEN THE RAILROAD TRACKS TO THE SOUTH AND 2ND STREET TO THE NORTH, ON FIRST READING AND POSTPONE THE SECOND READING TO OCTOBER 6, 2015. ALL AYES, MOTION PASSED 8-0.

6. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

A. Administration

City Administrator Lauren Palmer provided an update on the Route 9 Downtown Entryway Project, noting that the project was rebid with design changes. The bid opening was scheduled on October 7 and a recommendation would be submitted for Board of Aldermen approval on October 20. Palmer said she hoped to get a notice to proceed in mid-November and wrap up the project in the spring.

Palmer also said that Kansas City Power and Light Company would be working on the street lights along Highway 9 near Park University which would be completed in advance of the entryway sign project.

B. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update on Cider Mill Ridge 6th Plat, noting that the Planning and Zoning Commission considered the application for 20 new single-family lots on September 8. He explained the preliminary plat did not require Board of Aldermen approval, but the applicant would bring the final plat to the Board in October for final approval. A copy of the preliminary plat is attached as Exhibit A.

C. Public Works

Public Works Director Alysén Abel provided an update on the English Landing Park restroom project, noting that Williams, Spurgeon Kuhl & Freshnock presented three concepts to the Community Land and Recreation Board (CLARB) on September 9. The recommended option included a restroom at the same location that would include an entryway and porch on the west side. Abel said the architect would present the final concept at a future CLARB meeting. The recommended preliminary concepts are attached as Exhibit B. City Administrator Lauren Palmer added that CLARB was being treated as the design team and the Board of Aldermen would approve bidding the project.

Public Works Director Alysén Abel also provided an update on the Eastside Pump Station decommissioning, noting the project was completed on August 28 and restoration efforts would be completed by the end of the week.

Abel also provided an update on the time capsule, noting that it was placed next to the flag pole at City Hall because the original location was not feasible due to the location of utilities. She said the Streets Division poured a concrete slab the previous week and would also be placing the plaque at the location.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FOR THE BOARD

Alderman Sportsman requested an update about QuikTrip and Assistant City Administrator/Community Development Director Sean Ackerson said the project was delayed due to necessary utility work.

Alderman Driver reminded the Board that Parkville Nature Sanctuary Ghost Stories was scheduled on October 24.

Alderman Plumb stated that Paws in the Park was scheduled on September 19 and the Park University homecoming was September 17-19.

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF SEPTEMBER 15, 2015

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Draft until approved by the Board of Aldermen

Public Works Director Alysén Abel said the fall cleanup event was scheduled for October 10 and curbside pick-up would be held on October 12. She added that resident yard waste could be dropped off at the Damon Pursell lot between October 10 and November 14.

8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **ADJOURN THE SEPTEMBER 15, 2015, REGULAR BOARD MEETING AT 8:09 P.M.** ALL AYES; MOTION PASSED 8-0.

The minutes for Tuesday, September 15, 2015, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixth day of October 2015.

Submitted by:

City Clerk Melissa McChesney

OPERATIONS REPORT – PARKVILLE DIVISION

August 2015

OPERATING DIVISIONS

MISSOURI

Atchison County
Wholesale Water
Commission

Bonne Terre
Boonville
Bowling Green
Buchanan County #1
Cameron
Cape Girardeau
Craig
Carroll County #1
Clay County #6
East Central Missouri
Water & Sewer
Authority

Elsberry
Fayette

Franklin County #1
Franklin County #3
Henry County
Water Company

Henry County #3
Lake Ozark/
Osage Beach

Lincoln County #1
Nevada
Parkville
Phelps County #2
Platte County #C-1
Ralls County #1
Russellville

St. Charles County #2
Ste. Genevieve
Sedalia
Versailles

IOWA

Maquoketa
Tipton

TENNESSEE

Dyersburg Welcome
Center

Waste Water Treatment Plant Operations

- 1.45" of precipitation fell during the month.
- The plant performed well this month with 99.1% removal efficiency for B.O.D. and 97.7% for TSS.
- An average of 483,452 gallons of wastewater was treated each day.

Waste Water Laboratory Analysis

- Staff performed 280 recorded lab tests.
- The following samples were delivered to Keystone Labs for analysis: Oil & Grease (4), NH₃-N (4).
- Monthly and daily laboratory equipment maintenance and calibrations were performed according to manufacturers' guidelines.

Waste Water Treatment Plant Maintenance

- Staff cleaned east and west clarifier.
- LDO basins probes 1a, 1b, 2a, and 2b were cleaned.
- Routine P.M.s were done in accordance with all manufacturer recommendations.
- Staff cleaned UV channel.
- Staff purchased and installed new fuel gauge for diesel storage tank.
- Staff noticed false readings from aeration basin LDO probe 1-A. After trouble shooting, staff determined the probe was defective. This probe was under HACH warranty; it was shipped back to HACH and a new probe was ordered and installed at no cost to the city.

Collection System Operations

- Robin 4000 odor control chemical continues to be fed from the Riss Lake site at approximately 25 gallons per day.
- Staff continues to monitor for H₂S at manhole B-16 on a weekly basis.
- Staff continues to monitor pressure gauge on force main at River Chase subdivision three times per week.
- Staff performed 5 sewer inspections, 3 in Cider Mill Ridge and 2 in Riss Lake subdivision.

OPERATIONS REPORT – PARKVILLE DIVISION

- Wiedenmann, Inc., contractor for the Eastside Lift Station Demolition Project, connected the mains to Platte County Sewer. AWR staff took pump station off line. The pumps were pulled and stored at the WWTF. Staff also took the RTU (Mission Control Unit) out of service; this unit will be used for FF Highway pump station. KCP&L pulled the meter and dropped the power line to pump station. H&H Septic cleaned out wet well.

Collection System Maintenance

- Each pump station was checked on Mondays, Wednesdays, and Fridays. Maintenance notes recorded in the Antero program.
- Staff and members from the Street Department excavated and exposed a buried manhole at 12th and Walnut streets, for the purpose of raising the manhole approximately two feet.
- Staff experienced problems with the phase monitor at River Hills pump station control panel. A new phase monitor was ordered and installed.

Bio-solids

- Staff land applied 16.4 dry ton of sludge during the month of August.

Safety

- 8/31/15: Lockout/Tag Out.

Recommendations

- Nothing at this time.

OPERATIONS REPORT – PARKVILLE DIVISION

Loading

Hydraulic	483,452 gallons per day
Organic	291 mg/L of BOD ₅ per day

NPDES Effluent Permit Parameters

Parameter	Monthly Average	Permit Limit
pH	6.8 Min. and 7.4 Max	6.5 - 9.0
TSS	3.5 mg/L	30 mg/L
BOD ₅	1 mg/L	25 mg/L
NH ₃ -N	0.26 mg/L	3.5 mg/L
O & G	3.75 mg/L	10.0 mg/l
Fecal Coliform	1.0 #/100mL	400 #/100mL

Removal Efficiency

Parameter	Monthly Average	Permit Limit
Organic	99.1%	85 %
Solids	97.7 %	85 %

Biosolids

	Report Period	Year to Date
Quantity Applied	16.4 dry tons	33.0 dry tons
Acres Applied	10 acres	30 acres

OPERATIONAL CONTROL PARAMETERS

DATE	AB #1					AB#2					SLUDGE DRY TONS	WEATHER
	PH UNITS	TEMP. °C	DO mg/l	MLSS mg/l	Settled Solids	PH UNITS	TEMP. °C	DO mg/l	MLSS mg/l	Settled Solids		
1												C
2												C
3	6.9	23.6	0.1	3870	470	6.7	23.9	1.7	3760	470		C
4	6.9	23.6	0.1	3820	450	6.7	24.0	1.2	3670	430	5	C
5	6.8	23.4	0.1	3700	440	6.6	23.8	1.3	3740	400	5	R
6	6.8	22.3	0.1	3470	400	6.6	23.7	1.8	3530	400		O
7	6.8	23.4	0.1	3440	400	6.6	23.8	0.8	3400	400		C
8												C
9												C
10	6.9	24.0	0.1	3870	550	6.7	24.4	1.5	3830	500		PC
11	8.3	23.4	0.1	3880	500	8.3	23.3	2.2	3680	400		C
12	6.7	23.7	0.1	3560	500	6.4	24.2	1.6	3490	450	6	C
13	6.7	23.8	0.1	3540	500	6.5	24.2	1.1	3510	450		C
14	6.7	23.9	0.1	3520	500	6.4	24.2	1.4	3640	450		O
15												C
16												C
17	6.9	24.0	0.1	3890	650	6.7	24.4	1.5	3960	536		C
18	6.9	24.1	0.1	3940	580	6.7	24.2	1.3	3680	500		O
19	6.9	23.5	0.1	3750	500	6.6	23.8	1.2	3740	450		PC
20	6.8	23.3	0.1	3590	525	6.7	23.5	1.4	3540	475		C
21	6.9	23.3	0.1	3730	500	6.7	23.7	1.0	3620	450		C
22												O
23												O
24	7.0	23.6	0.2	3950	630	6.8	23.7	1.6	3993	450		C
25	6.8	23.5	0.1	3940	610	6.7	23.7	1.7	3640	490		C
26	6.8	23.4	0.1	3640	500	6.6	23.9	0.6	3520	450		C
27	6.7	23.3	0.1	3630	425	6.6	23.8	0.6	3590	400		R
28	6.8	23.4	0.1	4260	500	6.6	23.8	0.7	3480	400		O
29												O
30												PC
31	6.9	23.7	0.1	3640	450	6.6	24.0	0.6	3410	380		C

1. Fill out one copy of report each month and mail in monthly for each treatment facility.
2. Mail one copy of report to the appropriate DNR regional office as noted in you permit and keep one copy in your files.
3. Reports must be signed by whoever performed tests and by an appropriate official.
4. In the weather column, use the following symbols: R-rain, S-snow, C-clear, P.C.-partly cloudy and O-overcast.
5. Use grab sample for pH, Temp. and D.O. Use grab samples for all operational control test.
6. Use 24 hr. composite (proportional) samples for B.O.D. 5, and Suspended Solids tests unless NPDES permit indicates otherwise. Use "Standard Methods" or an approved equal for all parameters.
7. Treatment plant flow measurements may be made on either influent or effluent. Lagoon influent flow measurements need be only at the time of composite sampling of the influent. All tests must be performed in accordance with NPDES Permit Conditions and Operational Control Regulation 10 CSR 20-9.010. Review your permit for specific requirements.
8. Unusual conditions, significantly affecting operations must be reported immediately to the Department of Natural Resources.
9. Representative sludge samples should be taken either before entering digesters and/or holding tanks or after removal from digesters or holding tanks.

Tests Performed by: <i>Paul Naher</i>	Title: Maint. Worker	Phone #: 816-891-0003	Date: <i>16 Sept. 2015</i>
Report Approved by: <i>C. Richard Wilson</i>	Title: Local Manager	Phone #: 816-891-0003	Date: <i>9-16-15</i>

CITY OF PARKVILLE Policy Report

Date: Tuesday, September 22, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Steve Berg
City Treasurer

ISSUE:

Approve the selection of Commerce Bank for investment banking services for the Refunding Certificates of Participation, Series 2015

BACKGROUND:

On August 24, 2015, the Finance Committee authorized staff and the City's Financial Advisor (Springsted, Inc.) to solicit proposals for investment banking services for Refunding Certificates of Participation, Series 2015. The Refunding COP is being issued to take advantage of projected interest cost savings when the Series 2006 COP that financed City Hall and other improvements becomes callable beginning March 1, 2016. Staff recommends proceeding with the refunding as early as possible in December 2015 in order to maximize interest cost savings. Under U.S. tax code regulations, the refunding certificates can be issued up to 90 days prior to the optional call date on March 1, 2016.

On August 26, 2015, the City issued a Request for Proposals (RFP) to investment banking firms. During the RFP process, a respondent asked if the City would accept proposals including an option for a private placement in addition to the requested public offering. In a public offering, the underwriter offers the debt obligation to the universe of potential investors. In a private placement, the underwriter arranges for a single or small group of investors to purchase the entire obligation. A public offering puts the underwriter's capital at risk. A private placement does not. On August 31, 2015, Springsted issued an update to the RFP to confirm that the City would consider proposals for private placements in addition to public sales.

Nine proposals were received. The three most competitive proposals are summarized as follows:

Firm	Estimated True Interest Cost	Fee Proposal**	Estimated Net Present Value of Savings
Ameritas	2.19%	\$28,173.75	\$537,592.35
DA Davidson	2.40%	\$11,303.65	\$484,758.14
Commerce Bank (private placement)	2.38%*	\$20,000.00	\$502,029.65

* City has the option to "lock in" this rate.

** Based on an estimated borrowing amount of \$3,415,000

If the City opts to proceed with a public offering, Ameritas offers the most competitive proposal based on the indicated true interest cost of 2.36%. However, the outcome is dependent on underwriter performance and market movement between now and the sale in December. If Ameritas is unable to deliver the indicated interest rates, then the interest cost savings will

decline. Commerce Bank proposed an appealing alternative for a private placement; which is, essentially, a bank loan. Commerce would hold the COP as a limited obligation of the City payable from lease payments to the bank subject to a lease agreement. The City could secure the interest rate now and forgo the uncertainty of underwriter performance and market volatility.

The Finance Committee must weigh risk to determine how to proceed. There is a difference of approximately \$35,500 between the net present values of estimated interest cost savings from Ameritas and predetermined savings from Commerce Bank. However, the Commerce Bank option is guaranteed and can be locked in immediately. The Ameritas proposal is dependent on the outcome of the public offering. It could be more advantageous for the City, but it could also be detrimental if interest rates climb up over the next 60-90 days. Because the difference in projected savings is only 6.6%, staff and the financial advisor recommend the more conservative option of the private placement with Commerce Bank. In addition, the private placement would not require an official statement, bond rating, or continuing disclosure. These elements of a debt transaction tie up considerable staff time that could be redirected this fall when staff is already stretched thin with other priorities (namely the 2016 budget process).

BUDGET IMPACT:

There is no direct budget impact associated with this action. All costs will be incorporated into the refunding, which is estimated to generate principal and interest savings of approximately \$93,000 per year. In addition, if the temporary levy (which has historically been used to pay a portion of the 2006 COP payments) is maintained at the maximum level, it will generate excess revenues of approximately \$100,000 per year. Staff recommends that the combined estimated savings of \$193,000 be redirected to the Emergency Reserve Fund.

ALTERNATIVES:

1. Approve the selection of Commerce Bank for investment banking services for the Refunding Certificates of Participation, Series 2015.
2. Approve the selection of Ameritas for investment banking services for the Refunding Certificates of Participation, Series 2015.
3. Postpone the item.
- 4.

FINANCE COMMITTEE RECOMMENDATION:

On September 21, 2015, by a vote of 3-0, the Finance Committee approved the selection of Commerce Bank for investment banking services for the Refunding Certificates of Participation, Series 2015.

STAFF RECOMMENDATION:

Staff recommends that Board of Aldermen approve the selection of Commerce Bank for investment banking services for the Refunding Certificates of Participation, Series 2015. If the recommendation is approved, a lease agreement will be presented to the Board of Aldermen in December to finalize the transaction.

POLICY:

The Purchasing Policy (Resolution No. 02-01-13) requires the Board of Aldermen to approve or reject all contracts in excess of \$10,000 following the recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve the selection of Commerce Bank for investment banking services for the Refunding Certificates of Participation, Series 2015, and authorize the Mayor to execute the term sheet.

ATTACHMENTS:

1. Proposal Summaries
 - a. Ameritas
 - b. DA Davidson
 - c. Commerce Bank
 2. Comparison of Net Debt
 3. Commerce Bank Private Placement Term Sheet
-

\$3,395,000

City of Parkville, Missouri
Refunding Certificates of Participation, Series 2015
Current Refunding of Series 2006 (AMERITAS)

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
03/01/2016	-	-	386,576.25	386,576.25
03/01/2017	390,518.75	390,518.75	486,552.50	96,033.75
03/01/2018	406,415.00	406,415.00	499,200.00	92,785.00
03/01/2019	414,615.00	414,615.00	510,670.00	96,055.00
03/01/2020	417,515.00	417,515.00	510,405.00	92,890.00
03/01/2021	435,215.00	435,215.00	529,310.00	94,095.00
03/01/2022	432,415.00	432,415.00	526,895.00	94,480.00
03/01/2023	449,515.00	449,515.00	543,415.00	93,900.00
03/01/2024	465,275.00	465,275.00	558,395.00	93,120.00
03/01/2025	130,040.00	130,040.00	226,835.00	96,795.00
03/01/2026	132,100.00	132,100.00	223,915.00	91,815.00
03/01/2027	143,850.00	143,850.00	235,275.00	91,425.00
Total	\$3,817,473.75	\$3,817,473.75	\$5,237,443.75	\$1,419,970.00

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	1,419,970.00
Gross PV Debt Service Savings.....	1,876,407.89
Effects of changes in DSR investments.....	(575,698.04)
 Net PV Cashflow Savings @ 2.036%(Bond Yield).....	 1,300,709.85
 Total Cash contribution.....	 (500,000.00)
Transfers from Emergency Reserve Fund.....	(267,389.38)
Contingency or Rounding Amount.....	4,271.88
Net Future Value Benefit.....	\$656,852.50
Net Present Value Benefit.....	\$537,592.35
 Net PV Benefit / \$1,215,508.13 PV Refunded Interest.....	 44.228%
Net PV Benefit / \$5,302,635.89 PV Refunded Debt Service.....	10.138%
Net PV Benefit / \$4,630,000 Refunded Principal.....	11.611%
Net PV Benefit / \$3,395,000 Refunding Principal.....	15.835%

Refunding Bond Information

Refunding Dated Date.....	12/01/2015
Refunding Delivery Date.....	12/01/2015

\$3,410,000

City of Parkville, Missouri
Refunding Certificates of Participation, Series 2015
Current Refunding of Series 2006 (DA Davidson)

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
03/01/2016	-	-	386,576.25	386,576.25
03/01/2017	398,288.75	398,288.75	486,552.50	88,263.75
03/01/2018	407,562.00	407,562.00	499,200.00	91,638.00
03/01/2019	418,176.00	418,176.00	510,670.00	92,494.00
03/01/2020	422,531.50	422,531.50	510,405.00	87,873.50
03/01/2021	440,815.50	440,815.50	529,310.00	88,494.50
03/01/2022	437,508.50	437,508.50	526,895.00	89,386.50
03/01/2023	453,305.00	453,305.00	543,415.00	90,110.00
03/01/2024	467,805.00	467,805.00	558,395.00	90,590.00
03/01/2025	136,279.50	136,279.50	226,835.00	90,555.50
03/01/2026	132,854.50	132,854.50	223,915.00	91,060.50
03/01/2027	144,242.00	144,242.00	235,275.00	91,033.00
Total	\$3,859,368.25	\$3,859,368.25	\$5,237,443.75	\$1,378,075.50

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	1,378,075.50
Gross PV Debt Service Savings.....	1,805,117.83
Effects of changes in DSR investments.....	(557,735.84)
 Net PV Cashflow Savings @ 2.338%(Bond Yield).....	 1,247,381.99
 Total Cash contribution.....	 (500,000.00)
Transfers from Emergency Reserve Fund.....	(267,389.38)
Contingency or Rounding Amount.....	4,765.53
Net Future Value Benefit.....	\$615,451.65
Net Present Value Benefit.....	\$484,758.14
 Net PV Benefit / \$1,200,920.29 PV Refunded Interest.....	 40.366%
Net PV Benefit / \$5,215,117.83 PV Refunded Debt Service.....	9.295%
Net PV Benefit / \$4,630,000 Refunded Principal.....	10.470%
Net PV Benefit / \$3,410,000 Refunding Principal.....	14.216%

Refunding Bond Information

Refunding Dated Date.....	12/01/2015
Refunding Delivery Date.....	12/01/2015

\$3,378,722

City of Parkville, Missouri

Refunding Certificates of Participation, Series 2015

Current Refunding of Series 2006 (Commerce Bank - Private Placement)

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
03/01/2016	-	-	386,576.25	386,576.25
03/01/2017	393,872.13	393,872.13	486,552.50	92,680.37
03/01/2018	406,519.62	406,519.62	499,200.00	92,680.38
03/01/2019	417,989.61	417,989.61	510,670.00	92,680.39
03/01/2020	417,724.62	417,724.62	510,405.00	92,680.38
03/01/2021	436,629.63	436,629.63	529,310.00	92,680.37
03/01/2022	434,214.62	434,214.62	526,895.00	92,680.38
03/01/2023	450,734.63	450,734.63	543,415.00	92,680.37
03/01/2024	465,714.62	465,714.62	558,395.00	92,680.38
03/01/2025	134,154.63	134,154.63	226,835.00	92,680.37
03/01/2026	131,234.62	131,234.62	223,915.00	92,680.38
03/01/2027	142,999.99	142,999.99	235,275.00	92,275.01
Total	\$3,831,788.72	\$3,831,788.72	\$5,237,443.75	\$1,405,655.03

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	1,405,655.03
Gross PV Debt Service Savings.....	1,824,785.42
Effects of changes in DSR investments.....	(555,366.39)
Net PV Cashflow Savings @ 2.379%(Bond Yield).....	1,269,419.03
Total Cash contribution.....	(500,000.00)
Transfers from Emergency Reserve Fund.....	(267,389.38)
Net Future Value Benefit.....	\$638,265.65
Net Present Value Benefit.....	\$502,029.65
Net PV Benefit / \$1,198,979.71 PV Refunded Interest.....	41.871%
Net PV Benefit / \$5,203,507.79 PV Refunded Debt Service.....	9.648%
Net PV Benefit / \$4,630,000 Refunded Principal.....	10.843%
Net PV Benefit / \$3,378,722 Refunding Principal.....	14.859%

Refunding Bond Information

Refunding Dated Date.....	12/01/2015
Refunding Delivery Date.....	12/01/2015

\$3,400,000

City of Parkville, Missouri
Refunding Certificates of Participation, Series 2015
Current Refunding of Series 2006

Compare Net Debt Service

DATE	Series 2006	Series 2015 Ref 2006 COP (COMMERCE)	Series 2015 Ref 2006 COP (DAD)	Series 2015 Ref 2006 COP (AMERITAS)
03/01/2015	371,908.75	-	-	-
03/01/2016	483,152.50	-	-	-
03/01/2017	486,552.50	393,872.13	398,288.75	390,518.75
03/01/2018	499,200.00	406,519.62	407,562.00	406,415.00
03/01/2019	510,670.00	417,989.61	418,176.00	414,615.00
03/01/2020	510,405.00	417,724.62	422,531.50	417,515.00
03/01/2021	529,310.00	436,629.63	440,815.50	435,215.00
03/01/2022	526,895.00	434,214.62	437,508.50	432,415.00
03/01/2023	543,415.00	450,734.63	453,305.00	449,515.00
03/01/2024	558,395.00	465,714.62	467,805.00	465,275.00
03/01/2025	226,835.00	134,154.63	136,279.50	130,040.00
03/01/2026	223,915.00	131,234.62	132,854.50	132,100.00
03/01/2027	235,275.00	142,999.99	144,242.00	143,850.00
Total	\$5,705,928.75	\$3,831,788.72	\$3,859,368.25	\$3,817,473.75

Aggregate | 9/16/2015 | 11:06 AM





\$3,845,000*
PARKVILLE, MISSOURI
LEASE PURCHASE FINANCING
SERIES 2015

TERM SHEET

Date of Term Sheet: September 22, 2015

Issuer: City of Parkville, Missouri

Purchaser: Clayton Holdings, LLC

***Par Amount:** Not to exceed \$3,845,000

Purpose: To refund the City's existing 2006 Certificates of Participation

Amortization: Final maturity will not exceed March 1, 2027 and the Weighted Average Life ("WAL") of the issue should not exceed 68 months. We would be fine with a shorter final maturity and WAL.

Payments: Principal will be paid each March 1, in years 2017 through 2027. Interest will be paid each March 1 and September 1, commencing September 1, 2016.

Interest Rate: The rate we are proposing will be based on a spread to the 5 year Interest Rate Swap as found on the Daily H.15 report that is published by the Federal Reserve (<http://www.federalreserve.gov/releases/h15/update/>). We would provide our fixed rate on the day of the City Council meeting when a formal acceptance is expected.

As of September 9, 2015 it would be: $(1.61\% \times 67\%) + 1.15\% = 2.23\%$

Fees: \$20,000 (includes a Placement Fee and a fee for Purchaser's Counsel). Purchaser will be represented by Bryan Cave LLP (Mr. David Reid).

Income Taxation: Tax Exempt

Alternative Minimum Tax: Not subjected

Bank Qualification: Yes



Security Provision: The Lease will be special, limited obligations of the City payable from lease payments from the City to the Trustee pursuant to a lease agreement. As in 2004 and 2006, the Base Lease will include the City Hall facility. The Base Lease should be at least 24 years.

Debt Service Reserve Fund: None required

Optional Redemption: No call years 1-3, 3% year 4, 2% year 5, 1% years 6-8, no penalty years 8-maturity.

No prepayment penalty or rate adjustment shall apply due to future changes in laws or regulations (e.g., tax, securities or banking law or regulation changes).

Reporting Requirements: Audit of City of Parkville due 270 days after FYE.

Closing: It is anticipated final award from the City to Clayton Holdings, LLC will occur 10/06/15. Clayton Holdings will provide a 30 day rate lock to the City on 10/05, as per the formula shown above. The City may choose to lock in the rate for 30 days or less with no premium. The rate is subject to change based on the provided formula until 10/05/15. Clayton Holdings would provide a rate lock to December 02, 2015 at the request of the City. If the City would like to hold the rate to 12/02/15, a .15% premium will be added to the all-in rate provided to the City on 10/05/15. The City must notify Clayton Holdings no later than 10/07/15 of its intention to extend the rate lock to 12/02/15.

Please note, this must not be deemed a security, it will not require registration, a trustee or a CUSIP.

Agreed and Accepted:

Authorized Signer

Date

THIS TERM SHEET IS NEITHER A COMMITMENT TO LEND, NOR AN AGREEMENT TO ISSUE A COMMITMENT, ON THESE OR ANY OTHER TERMS, BUT IS OFFERED FOR DISCUSSION PURPOSES ONLY. IF A COMMITMENT TO LEND IS MADE, IT WILL ONLY BE OFFERED TO BORROWER AFTER FURTHER DISCUSSION AND WILL ONLY BE EXTENDED IN WRITING IN A DOCUMENT CLEARLY IDENTIFIED AS A COMMITMENT AND ON THE TERMS AND CONDITIONS SPECIFIED THEREIN. THIS TERM SHEET IS CONFIDENTIAL, AND IS THE PROPRIETARY PROPERTY OF COMMERCE BANK, AND MAY NOT BE DISCLOSED TO ANY OTHER PERSON OR ENTITY WITHOUT THE PRIOR WRITTEN CONSENT OF COMMERCE BANK.

CITY OF PARKVILLE

Policy Report

Date: Tuesday, September 22, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Steve Berg
City Treasurer

ISSUE:

Authorization to transfer funds from the Emergency Reserve Fund to the Debt Service Fund to reduce the par amount of the Refunding Certificates of Participation, Series 2015.

BACKGROUND:

In 2004, the voters authorized the City to increase its operating property tax levy rate from \$0.4843 cents to a not-to-exceed value of \$0.6753 cents per \$100 of assessed valuation. The maximum \$0.19 cent increase is a temporary operating levy authorized for 21 years (until 2025). City staff sometimes refers to this as the general debt levy since it has historically been used to pay a portion of the debt associated with a 2004 certificate of participation (COP) for various capital improvements. In 2006, the 2004 COP was rolled into a new COP for the construction of City Hall and other improvements. Approximately one-half of each COP payment is funded by the temporary levy (for the 2004 portion of improvements) and the other one-half is funded by the General Fund (for the 2006 portion of improvements).

The current temporary operating levy is set at \$0.1759, slightly below the authorized maximum of \$0.19. The levy is currently generating more funds than required to cover the 50% portion of COP payments associated with the 2004 portion of the debt issue. Since 2011, the Board of Aldermen has authorized keeping the temporary levy at the current level with a goal to generate excess reserves for the purpose of paying off a portion of the debt early once the corresponding certificate becomes callable. At the end of 2015, the debt reserve will be about \$500,000.

The 2006 COP is callable beginning March 1, 2016, and is a candidate for current refunding in accordance with Section 5 of the City's Debt Management Policy (Resolution No. 09-01-14). The City is proceeding with the refunding as early as possible in December 2015 in order to maximize interest savings. Under U.S. tax code regulations, the refunding certificates can be issued up to 90 days prior to the March 1, 2016, optional call date.

Since the current refunding will occur in December, there will not be another annual COP payment before the refunding. Staff recommends borrowing up to \$270,000 from the Emergency Reserve Fund to effectively make an early principal payment on the 2006 COP. This amount will be added to the existing \$500,000 debt reserve to increase the City's equity contribution and bring down the par amount of the Refunding COP, Series 2015. The borrowed funds will be returned to the Emergency Reserve Fund shortly after the first of the year when the City receives the 2015 property tax proceeds (approximately 60 days). The 2016 portion of the temporary levy that has historically been used for COP payments is estimated to be equivalent to the loan amount from the Emergency Reserve Fund.

Funds are available to make this short-term loan from the General Fund if so desired. However, staff recommends using the Emergency Reserve Fund because it will be easier to account for the transaction across two fiscal years. The Reserve Policy (Resolution No. 12-01-13) limits expenditures from the Emergency Reserve Fund to "emergency situations such as a natural disaster, declared state of emergency, or other unforeseen financial obligation." This is a creative

solution to reduce interest costs and was not considered before staff and the City's financial advisor began evaluating strategies for the refunding. Therefore, this loan can be classified as an unforeseen financial obligation, and the transfer is in the best interest of the City.

BUDGET IMPACT:

The reduction in principal due to the short-term transfer from the Emergency Reserve Fund will save the City approximately \$3,500 per year in interest costs for the Refunding Certificates of Participation, Series 2015. Paying this amount upfront instead of over the remaining life of the COP will reduce annual debt payments by approximately \$22,100 in principal costs.

ALTERNATIVES:

1. Authorize staff to transfer up to \$270,000 from the Emergency Reserve Fund to the Debt Service Fund and then use the funds to reduce the par amount of the Refunding Certificates of Participation, Series 2015. Approval of this transfer will require a "super-majority" vote by the Board of Aldermen, with a minimum of 6 of 8 members voting in favor of the transfer.
2. Authorize the transfer from the General Fund instead of the Emergency Reserve Fund.
3. Do not authorize the transfer and proceed with the refunding for an estimated par amount of \$3.64 million.
4. Postpone the item.

FINANCE COMMITTEE RECOMMENDATION:

On September 21, 2015, on a vote of 3-0, the Finance Committee recommended the short-term transfer of funds from the Emergency Reserve Fund to the Debt Service Fund for the purpose of reducing the par amount of the Refunding Certificates of Participation, Series 2015.

STAFF RECOMMENDATION:

Staff recommends the short-term transfer of funds from the Emergency Reserve Fund to the Debt Service Fund for the purpose of reducing the par amount of the Refunding Certificates of Participation, Series 2015.

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. The Reserve Policy, Resolution No. 12-01-13, states that any expenditure from the Emergency Reserve Fund must be approved by a super majority (6 of 8) of the Board of Aldermen.

SUGGESTED MOTION:

I move to authorize a short-term transfer of up to \$270,000 from the Emergency Reserve Fund to the Debt Service Fund for the purpose of reducing the par amount of the Refunding Certificates of Participation, Series 2015.

CITY OF PARKVILLE

Policy Report

Date: Wednesday, September 23, 2015

Prepared By:
Zach Tusinger
Planning Intern

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

ISSUE:

Approve the second reading of an ordinance amending Parkville Municipal Code Chapter 400 defining retail use and Chapter 442, "OTD" Old Town District to restrict ground floor uses on Main Street between the railroad tracks to the south and 2nd Street to the north. Case PZ15-26; City of Parkville Community Development Department, applicant.

BACKGROUND:

Over the past year, downtown business and property owners, members of the Main Street Parkville Association (MSPA), and members of the Parkville Economic Development Council (EDC) have requested the City amend the zoning regulations to restrict offices and non-retail uses in Downtown Parkville, particularly those at the street level. In June, the City received a petition from 14 property owners and MSPA delegates requesting that the City pass an ordinance limiting street level uses on Main Street, between the railroad tracks and 2nd Street, to "businesses with a customer service component offering the sale of retail products and/or merchandise." Primary concerns include non-retail uses weakening the commercial attraction and voids created with businesses that do not generate foot traffic and loss of retail dollars. Due to current vacancies, the petitioners desire to move as quickly as possible to adopt a text amendment. Meanwhile, to minimize the likelihood of non-retail uses locating in downtown, some property owners are voluntarily implementing self-imposed limitations.

The application is supported by the City's recently adopted Vision Downtown Parkville which considered the appropriate mix of retail and services downtown overall. The Vision recognized that downtown's "survival and redevelopment hinges on expanding the current market niches" and that "[e]xisting goods and services niches in Downtown Parkville suitable for expansion include restaurants, entertainment/culture, antiques, home furnishings, arts and crafts, and gifts and collectibles. Improving the selection of merchandise within these goods and services niches will generate increased customer traffic and sales." The proposed text amendment is consistent with these goals.

On July 21, 2015, the petition and preliminary research were presented to the Board of Aldermen along with sample codes from other cities. Following discussion, the Board expressed support for an amendment and directed staff to make an amendment a priority. The Board also requested additional input from property owners and additional research regarding the success of those entities that restricted non-retail uses.

City staff met with representatives from MSPA and property owners from Main Street on August 6, 2015, and August 24, 2015, to clarify goals and expectations, present research and discuss draft amendments. Those in attendance concluded that only true retail uses (those that sold a physical product that is either consumed on- or carried off-site) were desired. They concluded that active office, service and other non-retail uses should not be permitted on ground floors within the subject area, but could be allowed on upper floors, or on any floor of buildings outside

the two blocks. They also suggested revisions to allow existing legal, non-confirming uses to be continued.

City staff also presented the petition and research to the Planning and Zoning Commission on August 11, 2015, as a non-action item, and again on September 9, 2015, as part of a public hearing. All required notices were published. Beyond the minimum publication notice required, staff also mailed certified notices to all affected property owners and posted signs in three locations downtown. With the exception of one property owner that expressed opposition over concerns that the changes would affect their ability to use and sell their building, all others in attendance supported the amendment. Some expressed a desire to expand the area to include English Landing, and there were individual recommendations about changing the required marketing duration and continuance periods. The Commission discussed the application in great detail and expressed support for the retailers, while expressing concern about how advertising would be regulated. The draft amendment was modified based on the Commission's recommendation. Separately, the amendment has been reviewed and approved as to form by the City Attorney.

The resulting text amendment limits ground floor storefronts along Main Street between the railroad tracks and Second Street to retail uses, in accordance with the newly proposed definition of retail to be added to Section 400.030. All existing uses on this stretch of Main Street would become legal, non-confirming uses subject to certain restrictions. Owners of vacant properties would be obligated to market their spaces to retail tenants. If they are unsuccessful, upon application and the demonstration of a good faith attempt to do so, the Community Development Director shall issue an administrative exception permit. If the permit is denied the property owner may appeal to the Board of Zoning Adjustment. The administrative exception permit may contain provisions that the permitted, non-confirming use make attempts to promote an active and engaged street by incorporating retail sales, window displays and other amenities.

This solution may be revisited as a result of the comprehensive zoning code update which is expected to be completed and adopted in 2016. Meanwhile, the amendment addresses the objective of making Main Street a lively, walkable, retail destination. This amendment is also intended to allow building and business owners and new investors to make business decisions with a greater understanding of intended and permitted ground-floor uses on Main Street.

BUDGET IMPACT:

With the exception of required codification and enforcement, there is no budgetary impact.

ALTERNATIVES:

1. Approve the ordinance and text amendments on second reading as proposed.
2. Approve the ordinance on second reading subject to additional changes.
3. Return the application to the Planning and Zoning Commission for reconsideration.
4. Postpone consideration.
5. Deny the application.

STAFF RECOMMENDATION:

Staff recommends approving the second reading of the ordinance amending Parkville Municipal Code Chapter 400 defining retail use and Chapter 442, "OTD" Old Town District to restrict ground floor uses on Main Street between the railroad tracks to the south and 2nd Street to the north, to become effective immediately upon its passage and approval.

PLANNING COMMISSION RECOMMENDATION:

On September 8, 2015, the Planning and Zoning Commission held a public hearing and considered the proposed text amendment. The Commission concurred with conclusions and recommendations in staff's September 3, 2015, report and following consideration unanimously recommended approval of the text amendment subject to revisions by a vote of 8 to 0. Those recommended revisions have been included in the attached ordinance. Items considered by the Commission along with a record of their consideration and recommendation are attached.

PRIOR BOARD ACTION:

On September 15, 2015, the Board of Aldermen unanimously approved Bill No. 2850 on first reading.

POLICY:

Per RSMo 89.050 and Parkville Municipal Code Chapter 483, all zoning district changes must be approved by the Board of Aldermen by ordinance, after the Planning and Zoning Commission considers the application at a public hearing and forwards their recommendation. The Board of Aldermen must approve two readings of the ordinance to become effective.

SUGGESTED MOTION:

I move that Bill No. 2850, an ordinance amending Parkville Municipal Code Chapter 400 defining retail use and Chapter 442, "OTD" Old Town District to restrict ground floor uses on Main Street between the railroad tracks to the south and 2nd Street to the north, be approved on second reading to become Ordinance No. ____.

ATTACHMENT:

1. Ordinance

ADDITIONAL EXHIBITS BY REFERENCE*:

1. Staff report submitted to the Planning & Zoning Commission for consideration at their September 8, 2015 meeting, including the following exhibits (see 9-15-15 Board Packet):
 - a. 6-10-15 petition from property owners and Parkville Main Street Association delegates;
 - b. 7-21-15 staff report to the Board of Aldermen;
 - c. 7-16-15 - summary of restrictions on non-retail and residential uses in Downtown by Community Development Intern Zach Tusinger;
 - d. 8-4-15 summary of office restrictions in other area cities and their success by Community Development Intern Zach Tusinger;
 - e. 8-6-15 presentation to property owners / petitioners;
 - f. Summary of 8-6-15 meeting with MSPA representatives and property owners; and
 - g. Summary of changes resulting from 8-24-15 meeting with MSPA representatives and property owners and FAQ section summarizing how the amendment would be applied to various scenarios.
2. 9-5-15 letter of opposition from Teri Hahs, Peddler's Wagon 115 Main Street, Parkville, MO.
3. Draft minutes from the September 8, 2015 Planning and Zoning Commission meeting (not official until adopted)
4. Parkville Municipal Code Chapter 442, "OTD" Old Town District Regulations - <http://ecode360.com/27901759>
5. Parkville zoning code in its entirety - <http://www.ecode360.com/PA3395-DIV-05>
6. Parkville Master Plan - <http://parkvillemo.gov/departments/community-development-department/master-plan/>
7. Visions Downtown Parkville and supporting documents - <http://parkvillemo.gov/vision-downtown-parkville/>

ITEM 4D
For 10-06-15
Board of Aldermen Meeting

8. Notice of Public Hearing mailed to affected properties
9. Hearing notice published in the Platte County Landmark
10. Summary of hearing posted on the City webpage - <http://parkvillemo.gov/wp-content/uploads/2014/03/PZ15-26-OTD-web-pdf1.pdf>
11. Hearing announcement posted on the City webpage - <http://parkvillemo.gov/public-hearings/>

* Copies on file at Parkville City Hall and available on request

AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 400, GENERAL PROVISIONS, TO DEFINE RETAIL USE AND AMENDING PARKVILLE MUNICIPAL CODE CHAPTER 442, OTD” OLD TOWN DISTRICT, TO RESTRICT GROUND FLOOR USES ON MAIN STREET BETWEEN THE RAILROAD TRACKS TO THE SOUTH AND SECOND STREET TO THE NORTH

WHEREAS, property owners on Main Street in the OTD have petitioned the City to make changes to Chapter 442 to limit street level uses to “businesses with a customer service component offering the sale of retail products and/or merchandise” on Main Street between the railroad tracks to the south and 2nd Street to the north;

WHEREAS, concerns have been raised by property owners about the weakening of the commercial attraction of Main Street in the OTD, the voids in activity created with businesses that do not generate foot traffic, and the loss of retail dollars ;

WHEREAS, Vision Downtown Parkville calls for expanding current market niches including restaurants, entertainment/culture, antiques, home furnishings, art and crafts, and gifts and collectibles to generate increased customer traffic and sales;

WHEREAS, staff has researched retail and office restrictions in other downtown areas, and has consulted with downtown property owners and Main Street Parkville Association representatives;

WHEREAS, staff recommended changes to Sections 400.030 Definitions, Section 442.010 Purpose, and Section 442.015 Permitted Uses;

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

WHEREAS, at its September 8, 2015 regular meeting, the Planning & Zoning Commission held the required public hearing, concurred with conclusions and recommendations in staff’s September 3, 2015 report and following consideration unanimously recommended approval subject to recommended revisions by a vote of 8-0;

WHEREAS, the revisions recommended by the Commission are incorporated below and the amendment in its entirety has been reviewed and approved as to form by the City Attorney;

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

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

SECTION 1. Parkville Municipal Code Title IV, Chapter 400, Section 400.030, is hereby amended to add the following definition:

RETAIL USE

Any establishment where the primary use is the selling of goods and/or food and beverages directly to the consumer, where those goods are available for immediate

purchase or order, and where the goods can be immediately removed from the premises, or immediately consumed on the premises, by the purchaser. A retail use includes, but is not limited to the following: bookstore, clothing store, florist, hardware store, antique store, art gallery, craft store, furniture store, bakery, restaurant, ice cream parlor, coffee shop and similar uses that sell goods directly to the consumer.

SECTION 2. Parkville Municipal Code Title IV, Chapter 442, Section 442.010, subsection C is hereby repealed and replaced as follows:

- C. Land in this district shall be used primarily for light retail business uses with accessory office and residential uses. Uses along the Main Street portion of this district shall have additional use restrictions to foster an active retail destination. Areas designated within this district should abut upon residential, "B-4", "I-1" or abut upon an intersection of streets upon which one (1) of such districts also may abut.

SECTION 3. Parkville Municipal Code Title IV, Chapter 442, Section 442.015, Permitted Uses, is hereby repealed and replaced as follows:

- A. The following retail uses shall be permitted for ground-floor, street-level storefronts, suites and spaces fronting Main Street between the railroad right-of-way south of Mill Street on the south and Second Street on the north. Non-retail uses shall only be permitted on the ground-floor or street-level in accordance with Section 2 herein.
 - 1. Retail uses as defined in Section 400.030, including, but is not limited to the following: bookstore, clothing store, florist, hardware store, antique store, art gallery, craft store, furniture store, clothing store, bakery, restaurant, ice cream parlor, coffee shop and similar uses that sell goods directly to the consumer and subject to the following:
 - a. Restaurants shall not include drive-thru or drive up service.
 - b. Grocery stores, markets and specialty foods shall not include slaughtering of animals on the premises.
 - c. With the exception of buildings existing prior to effective date of these regulations, buildings for free-standing uses shall not exceed 2,500 square feet.
 - d. Crafting, creation, assembly and light manufacturing of arts, crafts, retail goods and similar items as an accessory use to and for sale from a primary retail use subject to the same additional use limitations delineated in 442.015.B.14.
 - 2. Non-retail uses.
 - a. Non-retail uses are permitted only under the following conditions:
 - i. The street-level, ground-floor storefront, suite or space has been vacant for a minimum of three (3) months; and
 - ii. Community Development Director approval of an application for an administrative exception permit. The Community Development Director shall approve an administrative exception permit when the building / property owner provides verifiable documentation that he / she has actively advertised

the space for lease or sale for retail uses permitted under 442.015.A. The space shall be advertised by two or more methods for at least three (3) consecutive months prior to being eligible for an administrative extension permit. Acceptable advertising methods shall include: listing through brokers or agents; online or printed listings; onsite advertising or signage; targeted online, email, direct mail or phone marketing; online, broadcast or printed ads; an online listing page or site; or equivalent advertising methods. Acceptable documentation and verification of advertising shall include clippings, prints or copies of advertising, photographs, receipts, contracts, and other equivalent evidence that demonstrate that the conditions above have been met.

iii. Any denial of an application for an administrative exception permit by the Community Development Director may be appealed by the building owner to the Board of Zoning Adjustment for a final determination.

b. When permitted, an approved administrative exception permit shall be conditioned on the non-retail use incorporating accessory retail sales, window displays, or similar activities that create street-level interest and support an active retail environment. These conditions shall be approved by the Community Development Director, or on appeal, by the Board of Zoning Adjustment.

B. The following uses shall be permitted in the "OTD" Old Town District generally, excepts as provided in 442.015.A:

1. Display room for merchandise to be sold on order where merchandise sold is stored elsewhere.
2. Dressmaking, tailoring, shoe repairing, repair of household appliances, watches and bicycles, dry cleaning and pressing and bakery, with sale of bakery products on the premises, and other uses of a similar character; provided that no use permitted in this item may occupy more than two thousand five hundred (2,500) square feet of floor area.
3. Offices and office buildings, including medical or dental clinics.
4. Personal service uses including barber shops, banks, beauty parlors, photographic or artists' studios, messengers, taxicabs, newspaper or telecommunication services, dry cleaning receiving station, restaurants, (but not drive-in restaurants), undertaking establishments, and other personal service uses of a similar character.
5. Retail stores, including florist shops and meat markets, but there may be no slaughtering of animals or poultry on the premises.
6. Specialty food shops not exceeding five thousand (5,000) square feet.
7. Hardware or craft stores not exceeding five thousand (5,000) square feet.
8. Antique stores, bookstores or art galleries.
9. Bed and breakfast.

10. Churches and parish halls, temples, convents and monasteries.
11. 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.
12. Miniature golf courses.
13. Residential dwelling units, when located within a structure that contains retail space on the street level.
14. Crafting, creation, assembly and light manufacturing of arts, crafts, retail goods and similar items as an accessory use to and for sale from a primary retail or service use permitted in the Old Town District and subject to the following additional use limitations:
 - a. Accessory crafting, creation, assembly and light manufacturing uses shall be subject to approval of a development plan by the Board of Aldermen following recommendation by the Planning Commission in accordance with Section 442.025.
 - b. No accessory crafting, creation, assembly and light manufacturing use shall be approved unless it is found that said accessory use will not create any more offensive noise, vibration, dust, heat, smoke, odor, glare, traffic or other objectionable influences than the minimum amount normally resulting from retail commercial, personal service or office uses in the Old Town District.
 - c. Accessory crafting, creation, assembly and light manufacturing uses shall be secondary and complementary to the primary retail commercial, personal service and office uses of the Old Town District.
 - d. In order to preserve the street level attraction and activity of the Old Town District, accessory crafting, creation, assembly and light manufacturing uses shall be restricted from the front half of street level building floors, except as permitted through a conditional use permit. In no case shall an accessory crafting, creation, assembly and light manufacturing use occupy a street level storefront unless it is found that said use is visible to the public and creates an attraction equal or greater to that of a retail use.
 - e. Accessory crafting, creation, assembly and light manufacturing uses shall not occupy more than fifty percent (50%) of the gross square footage of the combined area of the primary and accessory use.
 - f. Accessory crafting, creation, assembly and light manufacturing uses shall not restrict or limit hours of operation, parking, loading, unloading, trash disposal or other activities associated with the primary retail commercial, personal service and office uses in the Old Town District.
 - g. New construction, renovation or other improvements required to accommodate accessory crafting, creation, assembly and light manufacturing uses shall be visually secondary to the primary use, complementary and compatible with the architecture of the rest of the building and complementary to the established

character of the Old Town District.

15. Accessory buildings and uses.

C. All of the foregoing uses are permitted in existing structures, except where the use would substantially increase the need for parking. New construction, ~~or~~ exterior alterations and uses that would substantially increase the need for parking are permitted only upon the review of the Planning Commission and approval of the Board of Aldermen in each specific instance, after consideration of the location of such use with relation to the adjacent residential area, traffic burden, noise, lights and other factors in keeping with Chapter 442.

D. Legal, Non-Conforming Uses.

1. Authority to Continue. The lawful use of a building or space therein existing prior to effective date of these regulations (or on the effective date of subsequent amendments hereto that cause such use to become a legal, non-conforming use) may be continued although that use does not conform to the provisions of Section 442.015; provided, however, this authority to continue shall not apply to any use approved by administrative exception permit. Whenever a legal, non-conforming use has been changed to a more-compatible, legal, non-conforming use or to a conforming use, that use shall not thereafter be changed to a less-compatible, legal, non-conforming use, except in accordance with the regulations of this Chapter.

a. Use hierarchy. For the purpose of this Section, uses are ranked from least compatible to most compatible in the following order. For the purpose of this section, any interpretation regarding rank or hierarchy shall be made by the Community Development Director.

i. Industrial or prohibited use

ii. Residential uses

iii. Institutional uses including but not limited to auditoriums, churches, parish halls, temples, convents, monasteries, colleges, schools (public or private), daycare, or places of assembly

iv. Administrative or professional office use, including general and professional offices, insurance and real estate offices, medical or dental clinics

v. Personal service use, other than listed above

vi. Retail uses as defined in Section 400.030

2. Ordinary Repair and Maintenance.

a. Normal maintenance and incidental repair, or replacement, installation or relocation of non-bearing walls, non-bearing partitions, fixtures, wiring or plumbing, may be performed on any structure that is devoted in whole or in part to a legal, non-conforming use.

- b. Nothing in these regulations shall be deemed to prevent the strengthening or restoring to a safe condition of a structure in accordance with an order of the Building Official, Fire Marshal or other public official who is charged with protecting the public safety and who declares that structure to be unsafe and orders its restoration to a safe condition.
3. Extension. A legal, non-conforming use shall not be extended, expanded, enlarged, or increased in intensity. These prohibited activities shall include, without being limited to:
 - a. Extension of a use of any structure or land area, other than that occupied by a legal, non-conforming use on the effective date of these regulations (or on the effective date of subsequent amendments hereto that cause that use to become legal, non-conforming).
 - b. Extension of a use within a structure to any portion of the floor area that was not occupied by that legal, non-conforming use on the effective date of these regulations (or on the effective date of subsequent amendments hereto that cause such use to become legal, non-conforming); provided, however, that the use may be extended throughout any part of such structure that was lawfully and manifestly designed or arranged for that use on the effective date.
4. Enlargement. No structure that is devoted in whole or in part to a legal, non-conforming use shall be enlarged or added to in any manner unless that structure and the use thereof shall thereafter conform to the requirements of this Chapter.
5. Abandonment or Discontinuance. A legal, non-conforming use shall be allowed to continue so long as the use is continuously operated and is not discontinued or abandoned for a period of six (6) months or more. Whenever a legal, non-conforming use has been changed to a more-compatible, legal, non-conforming use or to a conforming use, that use shall not thereafter be changed to a less-compatible, legal, non-conforming use.

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

PASSED and APPROVED by the Parkville Board of Aldermen this 6th day of October 2015.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney

CITY OF PARKVILLE

Policy Report

Date: Thursday, September 14, 2015

Prepared By:
Melissa McChesney
City Clerk

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve an amended retailer of intoxicating liquor in the original package liquor license for WBJ Distributing, Inc. located at 170 English Landing Drive, Suite 141.

BACKGROUND:

Per Parkville Municipal Code Chapter 600, all liquor license applications must be approved by the Board of Aldermen. On August 18, the Board approved a retailer of intoxicating liquor in the original package liquor license for WBJ Distributing, Inc. for a location in the Parkville Commercial Underground. In September, staff was notified that the original location did not work out and WBJ Distributing, Inc. signed a lease for a new location at 170 English Landing Drive, Suite 141. Per Parkville Municipal Code Section 600.160, a previously approved liquor license can only be transferred to a different location with approval by the Board of Aldermen.

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 their Missouri liquor license. A copy of the City's approval letter will be on file in the City Clerk's Office.

BUDGET IMPACT:

There is no fee associated with the transfer of the liquor license to the new location.

ALTERNATIVES:

1. Approve the amended liquor license for WBJ Distributing, Inc.
2. Deny the amended liquor license.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving the amended retailer of intoxicating liquor in the original package liquor license for WBJ Distributing, Inc. located at 170 English Landing Drive, Suite 141.

POLICY:

Parkville Municipal Code Section 600.160 states that the Board of Aldermen must approve the transfer of a liquor license to another location.

SUGGESTED MOTION:

I move to approve the amended retailer of intoxicating liquor in the original package liquor license for WBJ Distributing, Inc. located at 170 English Landing Drive, Suite 141.

ATTACHMENT:

1. Revised Application



CITY OF PARKVILLE - 8800 Clark Avenue - Parkville, MO 64152 - (816) 741-7676 - Fax (816) 741-0013

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

For period June 1, 2015 to May 31, 2016
Current year Next year

Date of Application: 8/12/2015

SECTION 1.

1. Name of Business: WBJ Distributing, INC.
2. Type of Business: Retail Sales of wine & beer & wine related merchandise
3. Street Address Where Liquor is to be sold: ~~8500 River Park Drive, Suite 135~~
4. Is this location within 300 feet of a church or school? Yes No
See Parkville Municipal Code Section 600.310 Notice and Consent. No license shall be granted per the code.
5. Mailing Address: ~~8500 River Park Drive Suite 135~~
6. Phone No. of Business: 816-651-7557 Fax No. of Business: N/A
7. Name of Managing Officer (principal applicant): Jennifer Stanton
8. Name(s) of any partner(s) in this business (attach separate sheet if necessary):
N/A
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):
N/A
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):
WBJ Distributing, INC. 3/3/1997, Kansas
Jennifer Stanton (100%) owner, 10100 N. W. Mirror LAKE Court
Parkville, MO
64152
11. Name(s) and residence address(es) of any other person(s) having financial interest in the building to be used for liquor sales:
N/A

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.

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: *George Stanton* DATE: 8/12/15

Attach:

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

CITY OF PARKVILLE

Policy Report

Date: Tuesday, September 29, 2015

Prepared By:
Melissa McChesney
City Clerk

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve a retailer of intoxicating liquor in the original package with Sunday sales liquor license for TA Operating, LLC located at 6316 NW Highway 9.

BACKGROUND:

Per Parkville Municipal Code Chapter 600, all liquor license applications must be approved by the Board of Aldermen. On September 29, a liquor license application was submitted for TA Operating, LLC dba Minit Mart located on the corner of Highway 9 and Highway 45. TA Operating, LLC will take over ownership from Twin Star Energy, LLC and is required to obtain a new liquor license. Per Parkville Municipal Code Section 600.070, TA Operating, LLC qualifies for the retailer of intoxicating liquor in the original package with Sunday sales liquor license.

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 their Missouri liquor license. A copy of the City's approval letter will be on file in the City Clerk's Office.

BUDGET IMPACT:

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

ALTERNATIVES:

1. Approve the liquor license for TA Operating, LLC.
2. Deny the liquor license.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving retailer of intoxicating liquor in the original package with Sunday sales liquor license for TA Operating, LLC located at 6316 NW Highway 9.

POLICY:

Parkville Municipal Code Section 600.140 states that the Board of Aldermen must approve all applications for a liquor license.

SUGGESTED MOTION:

I move to approve retailer of intoxicating liquor in the original package liquor license with Sunday sales for TA Operating, LLC located at 6316 NW Highway 9.

ATTACHMENT:

1. Liquor License Application



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

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

For period June 1, 2015 to May 31, 2016
Current year Next year

Date of Application: 9-29-15

SECTION I.

- 1. Name of Business: TA Operating LLC d/b/a Minit Mart
2. Type of Business: Convenience Store with Gasoline
3. Street Address Where Liquor is to be sold: 6316 Hwy 9 North, Parkville, MO 64152
4. Is this location within 300 feet of a church or school?: Yes No [checked]
5. Mailing Address: Two Newton Place, 255 Washington Street, Suite 210, Newton, MA 02458
6. Phone No. of Business: (816) 741-5640 Fax No. of Business:
7. Name of Managing Officer (principal applicant): Karla Marie Stoddard
8. Name(s) of any partner(s) in this business (attach separate sheet if necessary): N/A
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): N/A
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): TA Operating LLC; 7/8/1993; Delaware; N/A
11. Name(s) and residence address(es) of any other person(s) having financial interest in the building to be used for liquor sales: N/A

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.

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

Karla M. Stoddard

DATE: 8/21/15

Attach:

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

CITY OF PARKVILLE

Policy Report

DATE: September 25, 2015

PREPARED BY:

Alysen Abel
Public Works Director

REVIEWED BY:

Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Authorize staff to present three proposed concepts for public consideration for the decorative sculpture using the tree stump at McKeon Stage.

BACKGROUND:

In 2012, the City constructed the McKeon Stage in English Landing Park. Earlier this year, the existing dead cottonwood tree behind the stage needed to be removed. A picture of the tree can be found in Attachment 4. At the Community Land & Recreation Board (CLARB) meeting on August 12, 2015, CLARB recommended that the Finance Committee approve the expenditure to remove an existing tree near McKeon Stage.

Upon the recommendation of Parks Superintendent Tom Barnard a 15-foot section of the trunk is to be left in place so artwork can be carved into remaining tree stump to serve as a symbolic monument to English Landing Park. The estimated cost for this artwork project ranges from \$1,000 to \$1,500, depending on the scale of the artwork chosen. This purchase falls within staff purchasing authority. The recommended artist was selected by Chain Saw Folk Art.

During the August 12, 2015, CLARB meeting, there was a suggestion made that the artwork should be reviewed by the public and the final selection should be done through a public vote. Three options were presented at the CLARB meeting on September 9, 2015. They are: (1) American Eagle; (2) Grizzly Bear; and (3) Lewis and Clark. Staff feels that these options represent symbols of Parkville. Representative pictures of these options are attached. CLARB discussed the options and provided input. Due to the public process used to select the artwork Board of Aldermen approval is requested.

BUDGET IMPACT:

The review of the artwork and public voting process does not have a budget impact.

ALTERNATIVES:

1. Authorize staff to present three proposed concepts for public consideration.
2. Advise staff to consider other alternatives
3. Do not approve the artwork.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends three options for public consideration.

COMMUNITY LAND AND RECREATION BOARD (CLARB) RECOMMENDATION:

At the meeting on September 9, 2015, CLARB voted 7-0 to recommend that the Board of Aldermen direct staff to release the three options for public consideration.

ITEM 4G
For 10-06-15
Board of Aldermen Meeting

POLICY:

Section 150.050.A. of the Parkville Municipal Code directs CLARB to act in an advisory capacity to the Board of Aldermen to develop and administer a writer plan for the care, preservation, pruning, planting, replanting, removal, or disposition of trees and shrubs along streets and in other public areas. As CLARB serves in an advisory capacity, its recommendations must be approved by the Board of Aldermen.

SUGGESTED MOTION:

I move to authorize staff to present the three proposed concepts for public consideration for the decorative sculpture using the tree stump at McKeon Stage.

ATTACHMENTS:

1. Artwork Option #1 – American Eagle
2. Artwork Option #2 – Grizzly Bear
3. Artwork Option #3 – Lewis and Clark
4. Picture of Tree









EXISTING COTTONWOOD TREE BEHIND MCKEON STAGE



CITY OF PARKVILLE
Policy Report

Date: September 25, 2015

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approval of Accounts Payable Invoices, Insurance Payments, 1st of the Month Checks, Electronic Funds Transfer (EFT) Payments, Credit and Debit Card Processing Fees, and Payroll Expenditures from 9/9/2015 – 9/25/2015.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from September 9, 2015, through September 25, 2015. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of city funds.

BUDGET IMPACT:

Accounts Payable	\$134,670.90
Insurance Payments	\$0.00
1 st of the Month	\$0.00
EFT Payments	\$0.00
Processing Fees	\$0.00
Payroll	\$51,296.04
TOTAL	\$185,966.94

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 \$185,966.94 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. Payroll
3. Price Chopper Purchases
4. P & G Purchases

PACKET: 05311 Federal Withholdings - 9/18/15

VENDOR SET: 01

BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00044	Park Bank							
	I-T1	201509174114	Federal Withholding	D	9/18/2015	7,689.31CR	000000	
	I-T3	201509174114	FICA W/H	D	9/18/2015	8,572.66CR	000000	
	I-T4	201509174114	Medicare W/H	D	9/18/2015	2,004.92CR	000000	18,266.89

* * 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	18,266.89	18,266.89
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	18,266.89	18,266.89

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05312 Direct Payables 9/21/15
 VENDOR SET: 01 City Vendors
 BANK: AP Pooled Cash Regular AP

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01390	I-Sept 2015	Riss Lake Homes Association Grinder Pump Transfer-SW	R	9/21/2015		29,103.87	034297	29,103.87

* * B A N K T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		1	0.00	29,103.87	29,103.87
HANDWRITTEN CHECKS:		0	0.00	0.00	0.00
PRE-WRITE CHECKS:		0	0.00	0.00	0.00
DRAFTS:		0	0.00	0.00	0.00
VOID CHECKS:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
CORRECTIONS:		0	0.00	0.00	0.00
BANK TOTALS:		1	0.00	29,103.87	29,103.87

PACKET: 05316 Regular Payments 9/22/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02274	Joe Machens Ford I-9/22/15	Police Vehicle-PD	R	9/22/2015		26,334.00CR	034298	26,334.00

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	26,334.00	26,334.00
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:	1	0.00	26,334.00	26,334.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05315 Federal Withholdings - 9/24/15

VENDOR SET: 01

BANK : FY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00044	Park Bank							
	I-T1 201509214115	Federal Withholding	D	9/24/2015		30.00CR	000000	
	I-T3 201509214115	FICA W/H	D	9/24/2015		124.00CR	000000	
	I-T4 201509214115	Medicare W/H	D	9/24/2015		29.02CR	000000	183.02

** 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	183.02	183.02
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	183.02	183.02

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05318 Regular Payments 9/25/15
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01614	KCPL							
	I-Due 10/2/15	Due 10/2/15	D	10/01/2015		18.50CR	000000	18.50
00274	Ricoh USA, Inc.							
	I-503794396	Police Printing-PD	D	10/06/2015		95.06CR	000000	95.06
01614	KCPL							
	I-Due 10/7/15	Due 10/7/15	D	10/06/2015		2,712.62CR	000000	
	I-Due 10/8/15	Due 10/8/15	D	10/06/2015		54.05CR	000000	2,766.67
02140	Commerce Bank - Commercial Cards							
	I-Stmt 9/18/15	Stmt 9/18/15	D	10/06/2015		4,664.44CR	000000	4,664.44
00002	A & M Printing							
	I-31414	5K/10K posters-PW	R	10/06/2015		287.85CR	034299	
	I-56678	Blue Prints-CD	R	10/06/2015		17.60CR	034299	
	I-56686	Lamination-PW	R	10/06/2015		10.00CR	034299	315.45
02018	Ace ImageWear							
	I-449176	Shop Rags, Soap, Etc-ST	R	10/06/2015		58.96CR	034300	58.96
02227	BagSpot Pet Waste Solutions							
	I-1939	Dog waste bags-PK	R	10/06/2015		214.18CR	034301	214.18
00343	Barry Road Tire & Service							
	I-147659	Tires-PD	R	10/06/2015		744.10CR	034302	744.10
00174	Bernie Electric Wholesale, Inc.							
	I-6100031230.001	Light-PK	R	10/06/2015		30.38CR	034303	30.38
00256	Bruce D. Culley, CPA, P.C							
	I-6690	2014 Audit-AD	R	10/06/2015		11,520.00CR	034304	11,520.00
00156	Dave's Foreign Car Repair LLC							
	I-132,734	Oil Change-PD	R	10/06/2015		35.00CR	034305	
	I-132,772	Oil Change-PD	R	10/06/2015		35.00CR	034305	
	I-132,787	Tire Repair-PD	R	10/06/2015		52.50CR	034305	
	I-132,801	Tire Repair-PD	R	10/06/2015		20.00CR	034305	
	I-132,802	Oil Change-PD	R	10/06/2015		35.00CR	034305	
	I-132,822	Tire Repair-PD	R	10/06/2015		20.00CR	034305	197.50
01200	Digital Ally Inc.							
	I-pro09232015dbl	Camera System-CIP PD	R	10/06/2015		3,495.00CR	034306	3,495.00

Voided

PACKET: 05318 Regular Payments 9/25/15
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02175	eNet							
	I-4119	Server Backup-IT	R	10/06/2015		177.00CR	034307	
	I-4338	IT Services-IT	R	10/06/2015		1,168.75CR	034307	1,345.75
01376	First Title, Inc							
	I-196	Title Work for NID Parcels-AD	R	10/06/2015		2,275.00CR	034308	2,275.00
01181	Four Star Electric							
	I-29422	PNS Electric Instal-NS	R	10/06/2015		2,800.00CR	034309	2,800.00
00521	Fry & Associates, Inc.							
	I-27960	Picnic Tables-60	R	10/06/2015		1,360.00CR	034310	1,360.00
01016	FTC Equipment							
	I-8736	RAS Pump-SW	R	10/06/2015		6,615.00CR	034311	6,615.00
01421	Full Nelson Plumbing, Inc							
	I-11851	PLP Dog Park Hyd Repair-PK	R	10/06/2015		210.00CR	034312	210.00
00055	H&H Septic Service, Inc.							
	I-36931-WA1	Pump Station Clean Out-SW	R	10/06/2015		510.00CR	034313	
	I-37003-WA2	Camrea Locate-SW	R	10/06/2015		920.00CR	034313	
	I-37056-WA4	Blockage Cleaning-SW	R	10/06/2015		675.00CR	034313	
	I-37123-WA2	Oakdale Sewer Repair-SW	R	10/06/2015		2,720.00CR	034313	4,825.00
02131	Heritage Tractor, Inc.							
	I-1501409	Tractor Repair-PK	R	10/06/2015		754.09CR	034314	
	I-1512771	Cap-PK	R	10/06/2015		10.90CR	034314	
	I-1512772	Blades-PK	R	10/06/2015		215.13CR	034314	980.12
02248	Hi-Gene's Janitorial Service							
	I-46815	Janitorial Service-AD	R	10/06/2015		757.50CR	034315	757.50
02360	Jon Jordan							
	I-Exp Report 9/14/15	MPR Fall Conference Exp Rep-PD	R	10/06/2015		392.50CR	034316	392.50
01614	KCPL							
	I-Due 10/1/15	Due 10/1/15	R	10/06/2015		2,401.99CR	034317	
	I-Due 10/16/15	Due 10/16/15	R	10/06/2015		10.65CR	034317	2,412.64
01403	Kenny's Auto and Tire Service							
	I-9-8-15	Tire Repair-PK	R	10/06/2015		30.00CR	034318	30.00

PACKET: 05318 Regular Payments 9/25/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01888	Kevin Chrisman		R	10/06/2015		16.00	034319	16.00
	I-Exp Report 9/9/15	Metro Chief Lunch-PD						
02358	Magnum Tactical Supply		R	10/06/2015		151.91	034320	151.91
	I-15033	Taser Holsters-PD						
00232	Martin Marietta		R	10/06/2015		189.60	034321	
	I-00232	Rock-TP						
	I-16096870	Rock-SW	R	10/06/2015		60.90	034321	250.50
02054	Matthew Chapman		R	10/06/2015		289.30	034322	289.30
	I-Exp Report 9/17/15	Chapman MPR Fall Conf-AD						
00942	McKeever's Price Chopper		R	10/06/2015		132.01	034323	132.01
	I-Stmt 9/2/15	Stmt 9/2/15						
02228	Metro Rolloff Container Services LLC		R	10/06/2015		270.00	034324	270.00
	I-3004	Porty Potties-PK						
00159	Missouri American Water		R	10/06/2015		16.47	034325	
	I-Due 10/7/15	Due 10/7/15						
	I-Due 10/9/15	Due 10/9/15	R	10/06/2015		768.49	034325	784.96
00358	Missouri Dept of Revenue Information Technology		R	10/06/2015		35.00	034326	35.00
	I-47103	Sales Tax Report-AD						
00097	P & G Hardware		R	10/06/2015		288.01	034327	288.01
	I-Stmt 9-15-15	Stmt 9-15-15						
02243	Pest Management Supply		R	10/06/2015		280.49	034328	
	I-0166097	Mosquito Spray-ST						
	I-166099	Weed control-ST	R	10/06/2015		110.13	034328	390.62
02359	Pie McCall		R	10/06/2015		25.00	034329	25.00
	I-Recpt #50023	Refund-PK						
01701	Platte County Citizen		R	10/06/2015		51.00	034330	51.00
	I-1014	Public Notice Cemetery-AD						
00107	Platte Rental & Supply		R	10/06/2015		140.00	034331	
	I-21519	Trencher Rental-NS						
	I-21537	Low Kick Back-PK	R	10/06/2015		43.98	034331	
	I-w2425	Chainsaw Repair-PK	R	10/06/2015		210.97	034331	
	I-w2458	Tank vent-PK	R	10/06/2015		5.15	034331	400.10

Voided

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00114	Rampart Security, Inc. I-156954	Building Security-TP	R	10/06/2015		127.50	034332	127.50
00115	Rapid Stamp Products I-971267	name plate-PK	R	10/06/2015		10.00	034333	10.00
00117	Reeves Wiedeman Company I-468045	PLP Dog Park Hyd Repair-PK	R	10/06/2015		409.60	034334	409.60
02029	Reinders, Inc. I-2025016-00 I-5025097-00 I-5025098-00	Grass Feed-PK Grass Seed-PK Grass Seed-PK	R	10/06/2015 10/06/2015 10/06/2015		804.80 310.00 297.00	034335 034335 034335	1,411.80
01982	Rejis Commission I-INV0044151	LEWeb Sub. Services-CT	R	10/06/2015		246.84	034336	246.84
01496	Sid-Boedeker I-206834,208918 I-208913,208914 I-208917,208915 I-208920,208916	Boots-ST Boots-PK Boots-ST Boots-ST	R	10/06/2015 10/06/2015 10/06/2015 10/06/2015		240.00 240.00 240.00 240.00	034337 034337 034337 034337	960.00
01352	Superior Signals, Inc I-K99P9/00	Lights for truck-TP	R	10/06/2015		190.00	034338	190.00
00154	T-Ray Specialties Inc. I-27381	Tash Bags, Towels-PK	R	10/06/2015		273.16	034339	273.16
01099	Toshiba I-12158573,12158576 I-12209967	Color Counter JulyAugust-AD,CT Black Counter-AD,CT	R	10/06/2015 10/06/2015		315.27 164.93	034340 034340	480.20
02317	UMB Bank, N.A. I-143622	HSA Fees-AD,ST,PT,PD	R	10/06/2015		12.50	034341	12.50
01573	Urban Tree Specialists I-10268	Tree clean up-TP	R	10/06/2015		225.00	034342	225.00
00150	Vance Bros Inc I-0000458409	Asphalt-SW	R	10/06/2015		168.00	034343	168.00

Voided

PACKET: 05318 Regular Payments 9/25/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00882	Williams Spurgeon Kuhl, Freshnock							
	I-00001	ELF Restroom-PK CIP	R	10/06/2015		5,010.36	CR 034344	5,010.36

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	46	0.00	53,188.45	53,188.45
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	4	0.00	7,544.67	7,544.67
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:	50	0.00	60,733.12	60,733.12

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05321 Direct Payables 10/1/15

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
01-01198	River North Development LLC					
I-7/27/15	10/01/2015	Block Party Refund-AD	25.00			
	AP	DUE: 10/01/2015 DISC: 10/01/2015		1099: N		
		Block Party Refund-AD		10 41504-02	Park Events Res	25.00
		=== VENDOR TOTALS ===	25.00			
		=== PACKET TOTALS ===	25.00			

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01614	KCPL							
	I-Due 10/1/15	Due 10/1/15	D	10/01/2015		2,401.99CR	000000	2,401.99
01614	KCPL							
	I-Due 10/16/15	Due 10/16/15	D	10/06/2015		10.65CR	000000	10.65
00496	Gunter Pest Management, Inc.							
	I-5025016-00 #2	Pest Control-AD	R	10/06/2015		50.00CR	034358	50.00
02029	Reinders, Inc.							
	I-2025016-00	Grass Feed-PK	R	10/06/2015		804.80CR	034359	
	I-2025016-00 #2	Invoice Correction-PK	R	10/06/2015		0.50CR	034359	
	I-5025097-00	Grass Seed-PK	R	10/06/2015		310.00CR	034359	
	I-5025098-00	Grass Seed-PK	R	10/06/2015		297.00CR	034359	1,412.30

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	1,462.30	1,462.30
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	2	0.00	2,412.64	2,412.64
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	3,874.94	3,874.94

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

DEPT: ALL
PAYROLL NO#: 01

*** GRAND TOTALS ***

-----EARNINGS-----			----BENF/REIMB----		-----DEDUCTIONS-----				-----TAXES-----			
DESC	HRS	AMOUNT	DESC	AMOUNT	CD	ABV	EMPLOYEE	EMPLOYER	DESC	TAXABLE	EMPLOYEE	EMPLOYER
BONUS	0.00	1,000.00			CSR	CSR	30.00	44.25	FED W/H	1,000.00	30.00	
					KCL	KCEL	10.00		ST WH MO	1,000.00	25.00	
					R%P	R%PD	10.00	16.75	FICA	1,000.00	62.00	62.00
									MEDI	1,000.00	14.51	14.51
TOTALS:	0.00	1,000.00		0.00			50.00	61.00			131.51	76.51

-----DEPARTMENT RECAP-----

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
10-05	250.00	0.00	0.00	0.00	250.00	0.00	12.50	64.13	173.37
10-20	750.00	0.00	0.00	0.00	750.00	0.00	37.50	67.38	645.12
TOTALS	1,000.00	0.00	0.00	0.00	1,000.00	0.00	50.00	131.51	818.49

REGULAR INPUT: 2 MANUAL INPUT: 0 CHECK STUB COUNT: 2 DIRECT DEPOSIT STUB COUNT: 0

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 9/16/2015 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00942	McKeever's Price Chopper							
	I-Stmt 9/2/15		R 10/06/2015			034323		
10	505.05-01-00 Office Supplies & Consumables Wipes-PD			10.84				
10	525.05-01-00 Office Supplies & Consumables Cleaning Supplies/Wa			22.57				
10	505.05-01-00 Office Supplies & Consumables Polish-PD			4.99				
10	505.05-21-00 Equipment and Handtools Batteries-PD			5.97				
10	520.05-21-00 Handtools Coffee-ST			11.68				
10	520.05-21-00 Handtools Ice-ST			19.51				
10	501.09-21-00 Misc-Other Staff Recognition-AD			50.47				
10	525.03-04-00 Water Water-PK			5.98				132.01

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	132.01	0.00	132.01
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
10 501.09-21-00	Misc-Other	50.47
10 505.05-01-00	Office Supplies & Consumables	15.83
10 505.05-21-00	Equipment and Handtools	5.97
10 520.05-21-00	Handtools	31.19
10 525.03-04-00	Water	5.98
10 525.05-01-00	Office Supplies & Consumables	22.57
	*** FUND TOTAL ***	132.01

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	132.01	0.00	132.01
BANK: AP		TOTALS:	1	132.01	0.00	132.01
REPORT TOTALS:			1	132.01	0.00	132.01

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 9/16/2015 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00097	P & G Hardware							
	I-Stmt 9-15-15		R 10/06/2015			034327		
10	501.06-11-00		Train Depot Maint	17.35				
10	520.05-21-00		Handtools	14.07				
10	525.05-01-00		Office Supplies & Consumables	5.99				
10	525.06-03-00		Restrooms	17.98				
10	535.06-01-00		Building Maintenance & Repair	10.86				
40	520.07-33-00		Street Repair Materials	14.70				
10	518.05-01-00		Office Supplies & Consumables	2.99				
40	520.07-33-00		Street Repair Materials	30.78				
10	525.05-41-03		Park Enhancements	65.05				
10	525.05-21-00		Equipment & Handtools	9.99				
10	525.06-21-01		Equipment Repair & Maintenance	34.92				
10	525.05-21-00		Equipment & Handtools	5.99				
10	525.05-41-03		Park Enhancements	8.32				
10	520.05-21-00		Handtools	27.96				
10	525.05-21-00		Equipment & Handtools	21.06				288.01

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		1	288.01	0.00	288.01
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		0	0.00	0.00	0.00
EFT:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00			
	VOID CREDITS	0.00	0.00	0.00	

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
10 501.06-11-00	Train Depot Maint	17.35
10 518.05-01-00	Office Supplies & Consumables	2.99
10 520.05-21-00	Handtools	42.03
10 525.05-01-00	Office Supplies & Consumables	5.99
10 525.05-21-00	Equipment & Handtools	37.04
10 525.05-41-03	Park Enhancements	73.37
10 525.06-03-00	Restrooms	17.98
10 525.06-21-01	Equipment Repair & Maintenance	34.92
10 535.06-01-00	Building Maintenance & Repair	10.86
	*** FUND TOTAL ***	242.53

VENDOR SET: 01 City of Parkville
BANK: AP Pooled Cash Regular AP
DATE RANGE: 9/16/2015 THRU 99/99/9999

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
40 520.07-33-00	Street Repair Materials	45.48
	*** FUND TOTAL ***	45.48

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	288.01	0.00	288.01
BANK: AP		TOTALS:	1	288.01	0.00	288.01
REPORT TOTALS:			1	288.01	0.00	288.01

CITY OF PARKVILLE

Policy Report

Date: Monday, October 5, 2015

Prepared By:
Melissa McChesney
City Clerk

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve a retail liquor by the drink picnic license for the Parkville Chamber of Commerce for the Parkville in Art event on October 17, 2015.

BACKGROUND:

The Parkville Chamber of Commerce is a non-profit organization that will be hosting the Parkville in Art event at the Parkville Train Depot on October 17, 2015. In order for a non-profit organization to sell intoxicating liquor at an event (picnic, bazaar, fair or similar gathering), the State of Missouri requires an approval letter from the City of Parkville for a retail by the drink picnic license for up to seven days. As a result of a staff oversight of an e-mail received in September, the Chamber sent a reminder e-mail on October 5 to the City Clerk requesting information about a liquor license for the event. The item was added to the October 6 agenda because the Chamber still needs to obtain a picnic license from the State of Missouri and the next Board of Aldermen meeting is after the event.

Following approval of the picnic license, the City Clerk will provide the Chamber the City's approval letter which they will then submit to the Missouri Division of Alcohol and Tobacco Control. A copy of the City's approval letter will be on file in the City Clerk's Office.

BUDGET IMPACT:

There is no fee associated with a picnic license and therefore there is no impact to the budget.

ALTERNATIVES:

1. Approve the picnic license for the Parkville Chamber of Commerce for the day requested.
2. Deny the picnic license.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approving a retail liquor by the drink picnic license for the Parkville Chamber of Commerce for the Parkville in Art event on October 17, 2015.

POLICY:

RSMo 311.482 and Parkville Municipal Code Section 600.070(8) authorize the sale of liquor by the drink at retail for consumption on premises limited non-profit organizations.

SUGGESTED MOTION:

I move to approve a retail liquor by the drink picnic license for the Parkville Chamber of Commerce for the Parkville in Art event on October 17, 2015.

ATTACHMENT:

1. Chamber Request Letter

October 5, 2015

City of Parkville
Board of Alderman
8880 Clark Avenue
Parkville, MO

RE: Parkville Liquor Permit -Retail Liquor by the Drink Picnic License

The Parkville Area Chamber of Commerce will be holding a Wine, Spirits and Fine Art Sale on October 17, 2015, at 8701 NW River Park Drive, Parkville, Missouri. Strong Vodka, Reiger Whisky and wine will be served at the event. The event will run from 6:00 pm to 9:00 pm.

This art auction is one of the five major events the Parkville Area Chamber of Commerce hosts each year as a way to raise money to help the Chamber function as well as support a charity of our choosing. Our 2015 Charity of Choice is Hillcrest Platte County. This year we are including wine and spirits with our auction to hopefully generate more community support for this event.

Thank you for your consideration.

Marsha VanDever
Executive Director
info@parkvillechamber.com
816-587-2700

CITY OF PARKVILLE

Policy Report

Date: Wednesday, September 23, 2015

Prepared By:
Matthew Chapman
Finance/Human Resources Director

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve the employee health insurance renewal for 2016 with Blue Cross/Blue Shield.

BACKGROUND:

The City currently offers three employee health benefit plans through Blue Cross/Blue Shield (BCBS). The City switched from Coventry to BCBS last year after a competitive bidding process. The City agreed to a December 1 renewal date in order to avoid certain detrimental provisions of the Affordable Care Act that became effective on January 1. The City's insurance broker, CBIZ, recommends a December 1 renewal for the 2016 plan in order to control costs by continuing to delay the implementation of the mandate for strictly age-rated plans. Most carriers are recommending December 1 renewals since federal health care regulations continue to evolve.

BCBS initially proposed a 14.9 percent premium increase for the 2016 renewal. Even though there was a strong consensus among the Health Insurance Committee, as well as various staff who were surveyed to remain with BCBS and avoid a competitive process with other carriers, staff directed the insurance broker, CBIZ, to attempt to negotiate a lower increase. CBIZ was able to obtain a 2% decrease in the renewal rate to 12.9%. This resulted in an annual cost savings to the City of just over \$3,800.

Plan Options

Staff recommends that the City renew coverage with BC/BS for 2016. CBIZ advises that the 12.9% rate is reasonable in the current health insurance market, and a competitive process may not yield better costs or benefits options. Furthermore, changing carriers is a difficult process that takes considerable staff time and can cause confusion and coverage issues for employees and families. The City changed carriers in each of the last three renewal cycles, and employees express fatigue with the constant changes. The City's Employee Health Insurance Committee met on Monday, September 21, 2015, to discuss the 2016 plan options. All city departments were represented. The committee recommended to City Administration that the City continue with BC/BS coverage. Ten different BC/BS plan options were reviewed. Based on the feedback from the committee, staff recommends offering three plans in 2016, which are described on Attachment 1 as Plans 2, 7, and 9.

Plan 2 most closely resembles the City's current base plan with BC/BS. Although the out-of-pocket maximum is a little higher, the deductible and coinsurance coverage remain the same and the only co-pay increase is a \$5 bump for each Urgent Care visit. Preventive Care will continue to be covered at 100% and there will be no change in the prescription drug coverage provided.

Plan 9 is a high deductible plan that offers a monthly premium savings for employees but preserves the office visit and prescription drug co-pays. Plan 7 is a Health Savings Account (HSA) plan which affords employees the option to set aside pre-tax dollars to pay for healthcare

expenses. Both of these options provide employees with lower cost alternatives to avoid significant premium increases associated with BC/BS Plan 2, which will become the City's base plan. The premium savings may be set aside, tax-free, into a Flexible Spending Account (FSA) or an HSA to help employees cover additional costs associated with these reduced benefit plans. CBIZ is prepared to assist the City with educating employees about the risks and benefits of all these plan options.

Cost Shares

Staff evaluated four different options for sharing the premium increase associated with Plan 2 between the City (employer) and employees:

1. **Maintain closest plan options with inflationary adjustment for city contribution (9%).** This option results in an increase to the City's cost of nearly \$19,500, or about 9% over 2015. However, the employee increases for non-single plans would range from \$741 to \$1,093, likely exceeding the cost-of-living and merit raises proposed for 2016.
2. **Reduce base plan but City absorbs entire increase; hold HSA to 3% increase to share savings and incentivize the plan.** This option would reduce benefits associated with the base plan, but would hold employee rates for that plan flat in 2016 to offset the reduction in benefits. This option results in the greatest impact to the City of approximately \$29,000 or 13.4%. Furthermore, the Employee Health Insurance Committee strongly recommended maintaining a base plan that is the same or similar to the current offering in terms of benefits.
3. **Share the premium increase 50% employee and 50% employer.** Equally sharing the premium increase would increase the City's costs by \$19,167, or about 9% over 2015. However, the employee increases for non-single plans would range from \$707 to \$1,042, likely exceeding the cost-of-living and merit raises proposed for 2016.
4. **Recommended: Maintain closest plan options and implement a modest employee share increase (5.0%) for most affordable plan (health savings account).** This option results in the smallest impact to the City of roughly \$18,700 or 8.6% while providing a modest increase to the employee contribution for all plans. This plan meets the Health Insurance Committee's recommendation to incentivize the lower cost plans while still providing employees the option to "buy up" to the traditional coverage base option.

The new plan rates and impacts to employer and employee, based on recommended Option 4, are included in Attachment 2.

BUDGET IMPACT:

The City is currently projecting a 2016 budget impact of \$234,867 for health insurance costs (excluding dental) based on the renewal offer from BC/BS, an approximate 8.6% increase over 2015 costs, or a difference of \$18,700.

ALTERNATIVES:

1. Approve the health insurance renewal for 2016 with Blue Cross/Blue Shield with the premium plans, rates, and costs shares recommended by staff.
2. Approve the health insurance renewal for 2016 with Blue Cross/Blue Shield with changes suggested by the Board of Aldermen.
3. Provide alternative direction to staff.

FINANCE COMMITTEE RECOMMENDATION:

Due to the December 1 renewal date, staff recommends that the Board act upon the recommendation at its October 6 meeting in order to allow adequate time for the open enrollment process. There was not adequate time for the Finance Committee to review and act

ITEM 5A
For 10-06-15
Board of Aldermen Meeting

upon the recommendation between the time CBIZ received the BC/BS proposal and the Board meeting on October 6. The Employee Health Insurance Committee provided feedback to management that last year's open enrollment process was rushed, and many employees did not have adequate time to fully evaluate and understand all options before selecting a plan. Staff is trying to accelerate the process to allow additional time for staff education prior to the open enrollment deadline.

STAFF RECOMMENDATION:

Staff recommends approval of the health insurance renewal for 2016 with Blue Cross/Blue Shield with the premium plans, rates, and costs shares attached hereto as Attachment 2 and incorporated by reference.

POLICY:

Per the Purchasing Policy (Resolution No. 10-02-14), the Board of Aldermen must approve all purchases in excess of \$10,000.

SUGGESTED MOTION:

I move to approve the health insurance renewal for 2016 with Blue Cross/Blue Shield with the premium plans, rates, and costs shares attached hereto as Attachment 2 and incorporated by reference.

ATTACHMENTS:

1. Blue Cross/Blue Shield Plan Options
2. Proposed 2016 Health Insurance Rates



Blue KC Exchange

RENEWAL FOR: CITY OF PARKVILLE MO
 SUBMITTED BY: KRULL, MATT D

Plan Name		Employee Only	Employee/ Spouse	Employee/ Child(ren)	Employee/ Family
1 Preferred-Care Blue (\$500)					
Deductible: \$500/\$1,500	Out of Pocket Max: \$3,500 /\$7,000				
Coinsurance: 80%/60%	Emergency Room: \$100 per visit, then Ded + 80%	\$522.41	\$1,097.07	\$992.59	\$1,619.48
Office Visit: \$20	Drug Copay: \$12/40/70				
2 Preferred-Care Blue (\$1,000)					
Deductible: \$1,000 /\$3,000	Out of Pocket Max: \$4,000 /\$8,000				
Coinsurance: 80%/60%	Emergency Room: \$100 per visit, then Ded + 80%	\$468.20	\$983.22	\$889.58	\$1,451.42
Office Visit: \$25	Drug Copay: \$12/40/70				
3 Preferred-Care Blue (\$1,500)					
Deductible: \$1,500 /\$4,500	Out of Pocket Max: \$4,500 /\$9,000				
Coinsurance: 80%/60%	Emergency Room: \$100 per visit, then Ded + 80%	\$453.42	\$952.17	\$861.49	\$1,405.59
Office Visit: \$30	Drug Copay: \$12/40/70				
4 Preferred-Care Blue (\$2,000)					
Deductible: \$2,000 /\$6,000	Out of Pocket Max: \$5,000 /\$10,000				
Coinsurance: 80%/60%	Emergency Room: \$100 per visit, then Ded + 80%	\$418.92	\$879.73	\$795.94	\$1,298.64
Office Visit: \$40	Drug Copay: \$12/45/70				
5 Preferred-Care Blue (\$4,000)					
Deductible: \$4,000/\$8,000	Out of Pocket Max: \$4,000/\$8,000				
Coinsurance: 100%/80%	Emergency Room: \$150 per visit	\$359.78	\$755.53	\$683.57	\$1,115.30
Office Visit: \$40	Drug Copay: \$12/45/70				
6 Affordablue (\$5,500)					
Deductible: \$5,500 /\$11,000	Out of Pocket Max: \$5,500 /\$11,000				
Coinsurance: 100%/80%	Emergency Room: Deductible	\$305.56	\$641.68	\$580.57	\$947.25
Office Visit: \$30 for 5 office visits, then ded + 80%	Drug Copay: \$12 Generic only				
7 BlueSaver HSA (\$3,000)					
Deductible: \$3,000 /\$6,000	Out of Pocket Max: \$3,000 /\$6,000				
Coinsurance: 100%/80%	Emergency Room: Deductible	\$379.49	\$796.93	\$721.03	\$1,176.42
Office Visit:	Drug Copay: Deductible				
8 BlueSaver HSA (\$5,500)					
Deductible: \$5,500 /\$11,000	Out of Pocket Max: \$5,500 /\$11,000				
Coinsurance: 100%/80%	Emergency Room: Deductible	\$305.56	\$641.68	\$580.57	\$947.25
Office Visit:	Drug Copay: Deductible				
9 High Deductible (\$3,000 HDHP)					
Deductible: \$3,000 /\$6,000	Out of Pocket Max: \$3,000 /\$6,000				
Coinsurance: 100%/80%	Emergency Room: Deductible	\$399.20	\$838.33	\$758.49	\$1,237.53
Office Visit: \$40	Drug Copay: \$12/45/70				
10 High Deductible (\$5,500 HDHP)					
Deductible: \$5,500 /\$11,000	Out of Pocket Max: \$5,500 /\$11,000				
Coinsurance: 100%/80%	Emergency Room: Deductible	\$325.28	\$683.08	\$618.03	\$1,008.36
Office Visit:	Drug Copay: \$12/50/70				

Health Benefit Cost Share Options

City of Parkville Employee Health Benefit

2015 Rates	Option 1 - Base Plan (Base)					Option 2 - High Deductible (HD)					Option 3 - HSA				
	City		Employee		Total	City		Employee		Total	City		Employee		Total
	\$	%	\$	%	\$	\$	%	\$	%	\$	\$	%	\$	%	\$
Employee Only	\$ 412	100%	\$ 0	0%	\$ 412	\$ 412	117%	\$ (61)	-17%	\$ 351	\$ 412	119%	\$ (65)	-19%	\$ 347
Employee + Spouse	\$ 622	72%	\$ 243	28%	\$ 865	\$ 622	84%	\$ 117	16%	\$ 739	\$ 622	85%	\$ 107	15%	\$ 729
Employee + Children	\$ 563	72%	\$ 220	28%	\$ 783	\$ 563	84%	\$ 106	16%	\$ 669	\$ 563	85%	\$ 97	15%	\$ 660
Employee + Family	\$ 918	72%	\$ 359	28%	\$ 1,277	\$ 918	84%	\$ 173	16%	\$ 1,091	\$ 918	85%	\$ 158	15%	\$ 1,076

Enrollment Levels	Base	HD	HSA
Employee Only	12	4	4
Employee + Spouse	1	1	0
Employee + Children	3	3	1
Employee + Family	2	2	1

Amount Budgeted in 2015

\$216,180

Estimated Budget Amount for 2016

\$234,867

RECOMMENDATION - Maintain closest plan options and implement a modest employee share increase (5.0%) for most affordable plan (health savings account).

2016 City of Parkville Employee Health Benefit

	BC/BS - 2 (Base Plan)					BC/BS - 9 (High Deductible)					BC/BS - 7 (HSA)					Annual Impact to Employee			
	City		Employee		Total	City		Employee		Total	City		Employee		Total				
	\$	%	\$	%	\$	\$	%	\$	%	\$	\$	%	\$	%	\$				
Employee Only	\$ 441	94%	\$ 27	6%	\$ 468	\$ 441	111%	\$ (42)	-11%	\$ 399	\$ 441	116%	\$ (62)	-16%	\$ 379	EE	\$324	\$228	\$39
Employee + Spouse	\$ 685	70%	\$ 298	36%	\$ 983	\$ 685	82%	\$ 153	18%	\$ 838	\$ 685	86%	\$ 112	14%	\$ 797	EE/Sp	\$657	\$432	\$64
Employee + Children	\$ 619	70%	\$ 271	36%	\$ 890	\$ 619	82%	\$ 139	18%	\$ 758	\$ 619	86%	\$ 102	14%	\$ 721	EE/Ch	\$614	\$396	\$58
Employee + Family	\$ 1,010	70%	\$ 441	36%	\$ 1,451	\$ 1,010	82%	\$ 228	18%	\$ 1,238	\$ 1,010	86%	\$ 166	14%	\$ 1,176	EE/Fam	\$981	\$660	\$95
																Impact to City =		\$ 18,687.00	
																		8.6%	

CITY OF PARKVILLE

Policy Report

Date: Wednesday, September 23, 2015

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

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Adopt an ordinance approving the final plat Lot 2-1 through 2-2, Townhomes at the National – 2nd Plat, a Subdivision in Parkville, Platte County, Missouri. Case PZ15-32; applicant, Double Eagle Builders, LLC, owner.

BACKGROUND:

The Townhomes at the National 2nd phase is located west of Bell Road on Lime Stone Court and was approved for development of townhomes. The Final Plat of the Townhomes at the National – 2nd Plat was approved by Ordinance 2766 on July 15, 2014, and created seven individual lots. Since approval of the final plat, building permits were issued for construction of two townhome units on Lot 2. Double Eagle Builders, LLC, the owner of Lot 2, submitted application PZ15-32 requesting approval of the Final Plat Lot 2-1 Through 2-2, Townhomes at the National – 2nd Plat to create lots for the two individual townhome units and an area around each to be owned privately. The remainder of the lot (Lot 2 Common Area) will be held and maintained by a common association as with the common areas for the rest of the Townhomes development.

The application was reviewed against the City of Parkville's Municipal Codes, including the subdivision regulations, the R-5 zoning district regulations, and the Final Plat of the Townhomes at The National – 2nd Plat. The proposed plat meets all applicable requirements and is consistent with previously approved plans and plats.

No easements or rights-of-way have changed from the approval of the Townhomes at The National – 2nd Plat. The plat does not affect existing utilities and no new public improvements are required or proposed (all have previously been constructed and accepted).

The applicant has stated that this item is time sensitive due to necessary closings and requests the Board approve both readings of the Ordinance at the same meeting to expedite the application. Since Lot 2 is a platted lot and no changes to the external boundary of the lot, easements or rights-of-way are proposed and the structures are already built, expediting the application as requested does not have any negative impact.

BUDGET IMPACT:

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

ALTERNATIVES:

1. Approve the Final Plat by ordinance as submitted.
2. Approve the Final Plat by ordinance subject to changes.
3. Deny the Final Plat.

STAFF RECOMMENDATION:

Approval of the proposed final plat as submitted.

POLICY:

Per Parkville Municipal Code Section 505.030, all plats must be approved by the Board of Aldermen prior to recording. Per the conditions of approval of the Townhomes at the National – 2nd Plat, the final to create individual townhome lots does not require Planning and Zoning Commission consideration and recommendation so long as no significant changes to the plat are proposed. 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. 2851, an ordinance approving the Final Plat, Lot 2-1 through 2-2, Townhomes at the National – 2nd Plat, a subdivision in Parkville, Platte County, Missouri, on first reading.

I move to approve Bill No. 2851 on second reading by title only to become Ordinance No. ____.

ATTACHMENTS:

1. Proposed Ordinance
2. Final Plat, Lot 2-1 through 2-2, Townhomes at the National – 2nd Plat, a subdivision in Parkville, Platte County, Missouri
3. Final Plat, Townhomes at the National – 2nd Plat, NW ¼ Sec. 26, T-51-N, R-34-W, Parkville, Platte County, Missouri.

AN ORDINANCE APPROVING THE FINAL PLAT LOT 2-1 THROUGH 2-2, TOWNHOMES AT THE NATIONAL – 2ND PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI

WHEREAS, the Final Plat of the Townhomes at The National – 2nd Plat, showing only lots and not including individual buildings, was approved by Ordinance 2766 on July 15, 2014; and

WHEREAS, since approval of the final plat, building permits were issued for construction of two townhome units on Lot 2, foundations were constructed on said units and the foundations have been surveyed; and

WHEREAS, Double Eagle Builders, LLC, the owner of Lot 2, submitted application PZ15-32 requesting approval of the Final Plat Lot 2-1 Through 2-2, Townhomes at the National – 2nd Plat, a subdivision in Parkville, Platte County, Missouri, attached hereto and incorporated herein by reference as Exhibit A; and

WHEREAS, that plat is submitted to further subdivide Lot 2 to create two individual townhome units and an area around each to be owned privately, as distinguished from the remainder of the lot, which will be held and maintained by a common association; and

WHEREAS, no easements or rights-of-way have changed from the approval of the Townhomes at The National – 2nd Plat.

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

SECTION 1. The Final Plat Lot 2-1 Through 2-2, Townhomes at the National – 2nd Plat, a Subdivision in Parkville, Platte County, Missouri attached hereto and incorporated herein by reference as Exhibit A, is hereby approved.

SECTION 2. The City has previously accepted and agreed to maintain City improvements in easements and rights-of-way, which are designated on that plat.

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

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

PASSED and APPROVED this 6th day of October 2015.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney

FINAL PLAT
**LOT 2-1 THROUGH 2-2, TOWNHOMES AT
 THE NATIONAL - 2ND PLAT,**
 A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI

PROPERTY DESCRIPTION
 CONTAINING 14,719 SQUARE FEET OR 0.337 ACRES

ALL OF LOT 2, TOWNHOMES AT THE NATIONAL - 2ND PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI.

- SURVEY NOTES:
- THE FOLLOWING STANDARD MONUMENTATION HAS BEEN SET AT THE NOTED LOCATION UNLESS INDICATED OTHERWISE ON THIS DRAWING:
 SEMI-PERMANENT MONUMENTATION:
 CHISELED CROSS AT ALL CORNERS MARKED "✕"
 1/2" IRON BAR WITH PLASTIC CAP STAMPED "LS-2007000089" SET AT ALL CORNERS MARKED "●"
 PERMANENT MONUMENTATION:
 5/8" IRON BAR WITH ALUMINUM CAP STAMPED "LS-2007000089" SET AT ALL CORNERS MARKED "▲".
 - THE POSITION OF EXISTING MONUMENTATION AS INDICATED BY AN "✕", "○" OR "△"; IF NOT THE TRUE CORNER, IS BY DIFFERENCES IN COORDINATES OR AT RIGHT ANGLES TO THE PROPERTY LINE AT THE NOTED DISTANCE FROM THE NEAREST BOUNDARY CORNER.
 - THE SOURCE OF THE DESCRIPTION USED FOR THIS SURVEY WAS DERIVED FROM THE PLAT OF THE TOWNHOMES AT THE NATIONAL - 2ND PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI.
 - THE BEARINGS SHOWN HEREON ARE BASED UPON THE PLAT OF THE TOWNHOMES AT THE NATIONAL - 2ND PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI.
 - THIS SURVEY DOES NOT REFLECT ANY OF THE FOLLOWING WHICH WERE EITHER NOT REQUESTED OR FURNISHED BY THE CLIENT OR ARE NOT WITHIN THE SCOPE OF THE SERVICES PROVIDED BY A PROFESSIONAL SURVEYOR: THEREFORE, THIS SURVEYOR DOES NOT ACCEPT ANY LIABILITY SHOULD ANY OF THEM BE APPLICABLE TO THE SUBJECT REAL ESTATE: SUBSURFACE CONDITIONS, RESTRICTIVE COVENANTS, SUBDIVISION RESTRICTIONS, AND ZONING OR OTHER LAND USE REGULATIONS.
 - NO TITLE REPORT WAS PROVIDED BY THE CLIENT FOR THIS SURVEY.
 - THIS SURVEY IS BASED UPON RECORD DOCUMENTS, LEGAL DESCRIPTIONS, AND OTHER INFORMATION FURNISHED BY THE CLIENT PLUS OTHER INFORMATION KNOWN TO THIS SURVEYOR. THIS SURVEYOR HAS NO KNOWLEDGE OF ANY OTHER RECORD DOCUMENTS WHICH AFFECT THE SUBJECT REAL ESTATE.
 - ALL VISIBLE UTILITIES SERVICING LOT 2 APPEAR TO BE WITHIN THE DESIGNATED UTILITY EASEMENTS.
 - THIS SURVEY MEETS OR EXCEEDS THE ACCURACY STANDARDS OF AN URBAN PROPERTY SURVEY AS DEFINED BY THE MISSOURI MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS.
 - ALL INTERIOR LOT LINES DIVIDING THE UNITS ARE PARALLEL OR PERPENDICULAR TO EACH OTHER.

DEDICATION:
 THE UNDERSIGNED PROPRIETORS OF THE PROPERTY DESCRIBED HEREIN HAVE CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER AS SHOWN ON THIS PLAT AND SAID PROPERTY SHALL HEREAFTER BE KNOWN AS:
 FINAL PLAT, LOT 2-1 THROUGH 2-2, TOWNHOMES AT THE NATIONAL - 2ND PLAT

EASEMENTS:
 ALL EASEMENTS SHOWN HEREON HAVE BEEN PREVIOUSLY DEDICATED ON THE PLAT OF THE TOWNHOMES AT THE NATIONAL - 2ND PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI.

STREETS:
 THE STREETS SHOWN ON THIS PLAT AND NOT HERETOFORE DEDICATED TO PUBLIC USE ARE HEREBY SO DEDICATED.

COVENANTS AND RESTRICTIONS:
 THE COVENANTS AND RESTRICTIONS RECORDED WITH THE TOWNHOMES AT THE NATIONAL - 1ST PLAT APPLY TO THIS PLAT.

COMMON AREA:
 THE COMMON AREA SHOWN HEREON WILL BE MAINTAINED BY A HOME OWNERS ASSOCIATION FOR USE AND ENJOYMENT AS THEY DEEM APPROPRIATE.

IN WITNESS WHEREOF: DOUBLE EAGLE BUILDERS, LLC, HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS _____ DAY OF _____ 2015.
 DOUBLE EAGLE BUILDERS, LLC

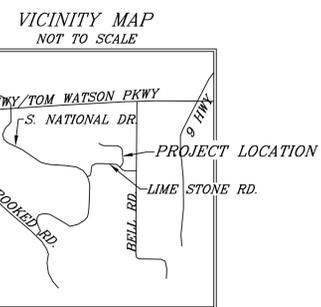
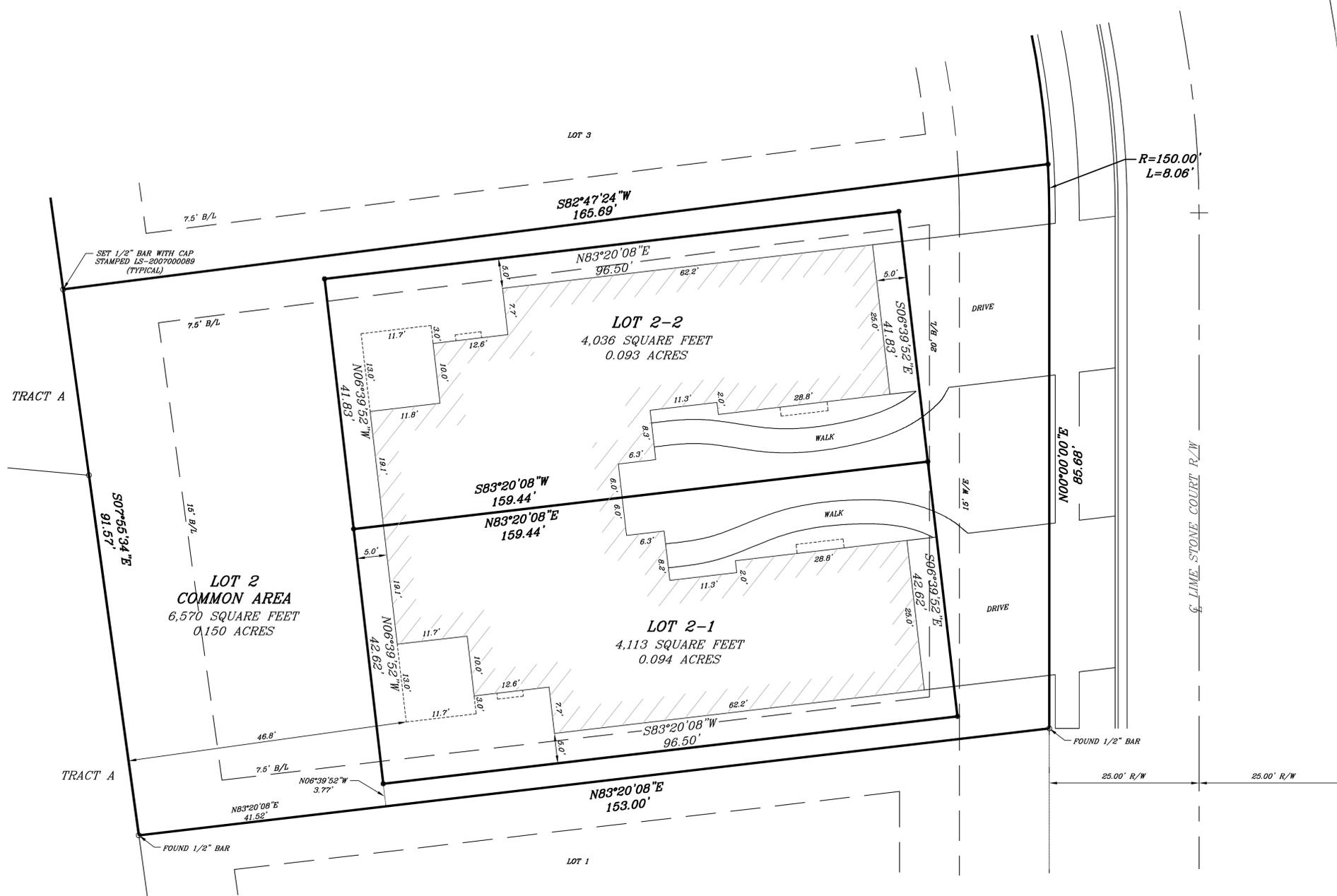
DALE BROUK, CO-MANAGER
 STATE OF MISSOURI)
 COUNTY OF) SS:
 BE IT REMEMBERED THAT ON THIS _____ DAY OF _____ 2015, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, CAME DALE BROUK, TO ME PERSONALLY KNOWN, WHO BEING BY ME DULY SWORN, DID SAY THAT HE IS THE CO-MANAGER OF DOUBLE EAGLE BUILDERS, LLC, AND THAT SAID INSTRUMENT WAS SIGNED AND SEALED ON BEHALF OF SAID COMPANY AND THAT DALE BROUK, ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID COMPANY.

IN WITNESS WHEREOF: I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARIAL SEAL IN THE DATE HEREIN LAST ABOVE WRITTEN.

NOTARY PUBLIC _____ MY COMMISSION EXPIRES: _____

CITY OF PARKVILLE, MISSOURI
 THIS IS TO CERTIFY THAT THIS FINAL PLAT, LOT 2-1 THROUGH 2-2, TOWNHOMES AT THE NATIONAL 2ND PLAT WAS SUBMITTED TO, CONSIDERED AND APPROVED BY THE PARKVILLE BOARD OF ALDERMAN THIS _____ DAY OF _____ 2015
 VIA ORDINANCE # _____

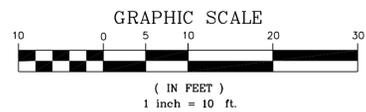
NANETTE K. JOHNSTON, MAYOR _____ MELISSA McCHESNEY, CITY CLERK _____



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

Robert G. Young
 ROBERT G. YOUNG, PLS 2007000089
 09/22/2015
 DATE

IF THE SURVEYOR'S SEAL IS NOT SHOWN IN COLOR, THEN THE SURVEY IS A COPY THAT SHOULD BE ASSUMED TO CONTAIN UNAUTHORIZED ALTERATIONS. THIS CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY.



REVISED - 09/22/2015 - UPDATE OWNERSHIP INFORMATION - R.G.Y.
 © COPYRIGHT 2015 R.L. BUFORD & ASSOCIATES, LLC

R.L. Buford & Associates, LLC
 LAND SURVEYING - DEVELOPMENT CONSULTANTS

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

SEC.-TWP.-RGE. 26-51-34	COUNTY PLATTE	JOB NO. P-15115	DATE 9/18/2015	FIELD BOOK LOOSE LEAF	PAGE 1 OF 1	DRAWN BY ABH
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C:\NA\PLATTE COUNTY\F-10\F-101\dwg\ls-2007000089.dwg, User: RL, 7/21/2015 8:52:27 PM

Recorded in Platte County, Missouri
 Recording Date/Time: 09/26/2014 at 09:04:48 AM
 Instr Number: 2014010709
 Book: 21 Page: 114
 Type: DE PLAT
 Fee: \$98.00
 Grantor: DOUBLE EAGLE BUILDERS LLC
 Grantee: TOWNHOMES AT THE NATIONAL 2ND PLAT



FINAL PLAT

TOWNHOMES AT THE NATIONAL-2ND PLAT

NW 1/4 SEC. 26, T-51-N, R-34-W

PARKVILLE, PLATTE COUNTY, MISSOURI

DESCRIPTION:

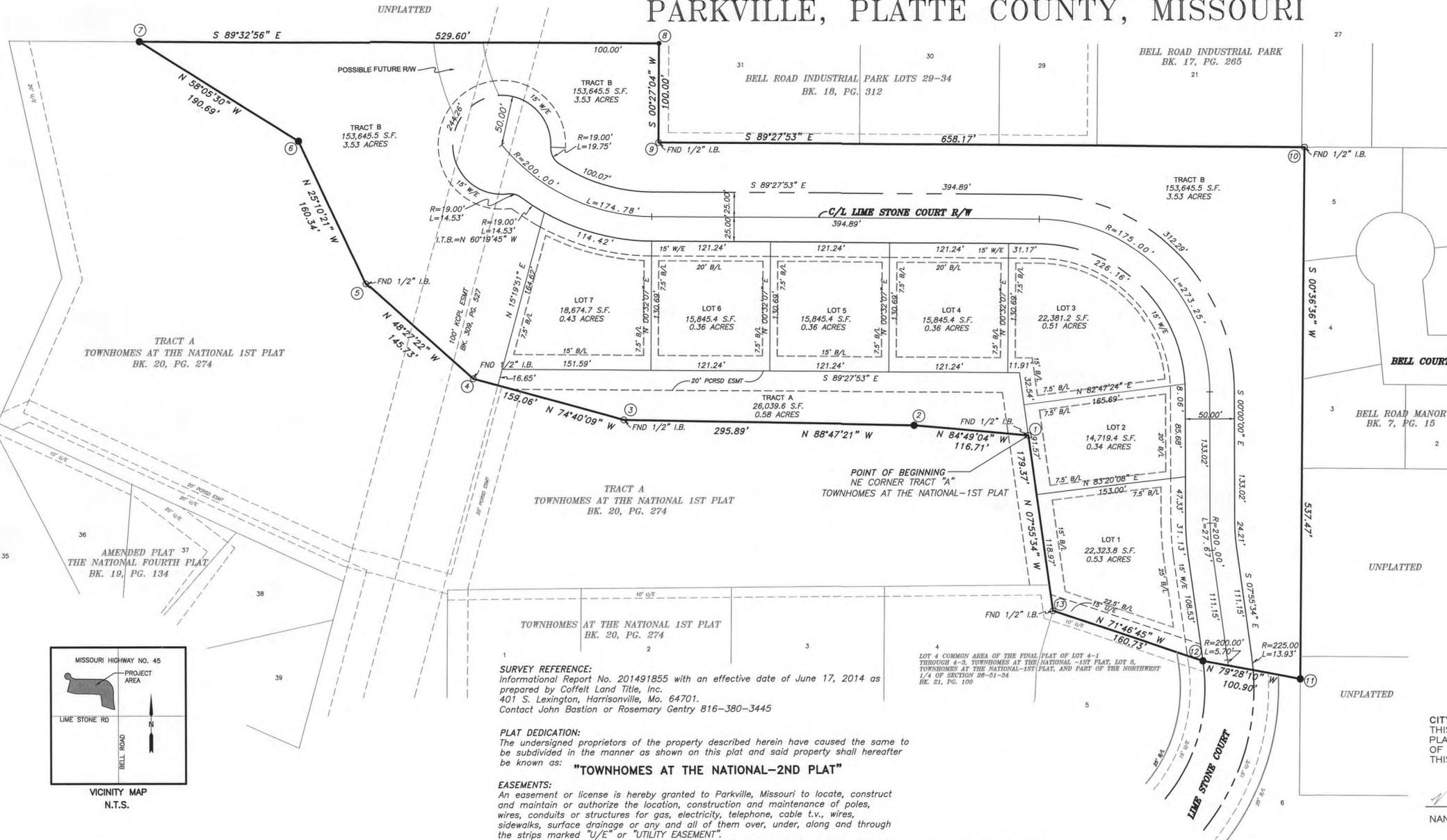
A tract of land being a part of the Northwest Quarter of Section 26, Township 51 North, Range 34 West, in the City of Parkville, Platte County, Missouri, being more particularly described as follows:

BEGINNING at the Northeast corner of TRACT A, TOWNHOMES AT THE NATIONAL-1ST PLAT, a subdivision of land in the City of Parkville, Platte County, Missouri according to the recorded plat thereof; thence North 84°49'04" West, along the North line of said TRACT A, a distance of 116.71 feet; thence North 89°47'21" West, continuing along the North line of said TRACT A, a distance of 295.89 feet; thence North 74°40'09" West, continuing along the North line of said TRACT A, a distance of 159.06 feet; thence North 48°27'22" West, continuing along the North line of said TRACT A, a distance of 145.73 feet; thence North 25°10'21" West, continuing along the North line of said TRACT A, a distance of 160.34 feet; thence North 58°05'30" West, continuing along the North line of said TRACT A, a distance of 190.69 feet; Thence South 89°32'56" East, departing the North line of said TRACT A, a distance of 529.60 feet, to a point on the West line of LOT 31, BELL ROAD INDUSTRIAL PARK, LOTS 29 through 34, a subdivision of land in the City of Parkville, Platte County, Missouri, according to the recorded plat thereof; thence South 00°27'04" West, along the West line of said LOT 31, a distance of 100.00 feet, to the Southwest corner of said LOT 31; thence South 89°27'53" East, along the South line of said BELL ROAD INDUSTRIAL PARK, LOTS 29-34 and also along the South line of BELL ROAD INDUSTRIAL PARK, a subdivision of land in the City of Parkville, Missouri, according to the recorded plat thereof, a distance of 658.17 feet, to the Northwest corner of LOT 5, BELL ROAD MANOR, a subdivision of land in the City of Parkville, Platte County, Missouri, according to the recorded plat thereof; thence South 00°36'36" West, along the West line of said BELL ROAD MANOR and the Southerly extension thereof, a distance of 537.47 feet, to the Northeast corner of LOT 6, of said TOWNHOMES AT THE NATIONAL-1ST PLAT; thence North 79°28'10" West, a distance of 100.90 feet, to a point on the West right of way line of LIME STONE COURT, as now established, said point also being the Northeast corner of LOT 5-A, LOT 4 COMMON AREA OF THE FINAL PLAT OF LOT 4-1 THROUGH 4-3, TOWNHOMES AT THE NATIONAL-1ST PLAT, LOT 5, TOWNHOMES AT THE NATIONAL-1ST PLAT AND PART OF THE NORTHWEST QUARTER OF SECTION 26-51-34, a subdivision of land in the City of Parkville, Platte County, Missouri, according to the recorded plat thereof; thence North 71°46'45" West, along the North line of said LOT 5-A, a distance of 160.73 feet, to the Northwest corner of said LOT 5-A; thence North 07°55'34" West, along the East line of said LOT 4 COMMON AREA and the Northerly extension thereof, a distance of 179.37 feet, to the POINT OF BEGINNING, containing 366,830.7 square feet or 8.42 acres, more or less.

TOTAL LAND AREA: 366,830.7 SQUARE FEET OR 8.42 ACRES
 PUBLIC RIGHT OF WAY: 61,510.5 SQUARE FEET OR 1.41 ACRES
 NET LAND AREA: 305,320.2 SQUARE FEET OR 7.01 ACRES

BEARINGS SHOWN HEREON ARE BASED ON THE RECORDED PLAT OF TOWNHOMES AT THE NATIONAL-1ST PLAT.
 COORDINATES SHOWN ARE BASED ON THE MISSOURI STATE PLANE COORDINATE SYSTEM, WEST ZONE, NAD 83, IN GRID METERS AND TIED TO THE MODOT VIRTUAL REFERENCE NETWORK.
 GRID FACTOR 0.9999082
 1 METER= 3.28083333 U.S. SURVEY FEET

PT#	NORTHING(m)	EASTING(m)
1	337390.486	833809.128
2	337393.699	833773.696
3	337395.605	833530.462
4	337408.421	833483.711
5	337437.876	833450.470
6	337482.104	833429.684
7	337512.823	833380.348
8	337511.552	833541.749
9	337481.076	833541.510
10	337479.203	833742.093
11	337315.405	833740.350
12	337321.025	833718.116
13	337336.342	833663.586



CITY OF PARKVILLE:
 THIS IS TO CERTIFY THAT THIS FINAL PLAT OF "TOWNHOMES AT THE NATIONAL-2ND PLAT" WAS SUBMITTED TO, CONSIDERED AND APPROVED BY THE PARKVILLE BOARD OF ALDERMEN
 THIS 5th DAY OF July 2014, VIA ORDINANCE NO. 2766

Nanette K. Johnston
 NANETTE K. JOHNSTON, MAYOR
Melissa McChesney
 MELISSA MCCHESNEY, CITY CLERK

- NOTES:**
1. PROPERTY IS CURRENTLY ZONED R-5 CUP (PLANNED MULTI-FAMILY RESIDENTIAL).
 2. THIS PROPERTY LIES WITHIN "ZONE C" (AREAS OF MINIMAL FLOODING), AS DEPICTED ON COMMUNITY PANEL NO. 290475 0155A, DATED DECEMBER 18, 1979, NATIONAL FLOOD INSURANCE PROGRAM, PLATTE COUNTY, MISSOURI.
 3. SET 1/2" IRON BAR WITH "TREKK" CAP AT ALL PROPERTY CORNERS UNLESS NOTED OTHERWISE.

SURVEYED AND PLATTED FOR:
 DOUBLE EAGLE BUILDERS, LLC,
 A MISSOURI LIMITED LIABILITY COMPANY BY
 TREKK DESIGN GROUP, LLC
 1441 E. 104TH STREET, STE. 105
 KANSAS CITY, MO. 64131

- LEGEND:**
- FOUND MONUMENT
 - SET 1/2" IRON BAR WITH CAP
 - U/E UTILITY EASEMENT
 - PCRSO PLATTE COUNTY REGIONAL SEWER DISTRICT
 - B/L BUILDING LINE

I HEREBY CERTIFY that this Plat of TOWNHOMES AT THE NATIONAL-2ND PLAT is based on an actual survey made by me or under my direct supervision and that said survey meets or exceeds the current Missouri Minimum Standards for Property Boundary Surveys as established by the Missouri Board for Architects, Professional Engineers, Professional Surveyors and Landscape Architects and the Missouri Department of Agriculture. I further certify that I have complied with all statutes, ordinances, and regulations governing the practice of surveying and platting of subdivisions to the best of my professional knowledge and belief.

Samuel E. Walton 8/25/14
 Samuel E. Walton, PLS 2000161239
 swalton@trekdesigngroup.com



SURVEY REFERENCE:
 Informational Report No. 201491855 with an effective date of June 17, 2014 as prepared by Coffelt Land Title, Inc.
 401 S. Lexington, Harrisonville, Mo. 64701.
 Contact John Bastion or Rosemary Gentry 816-380-3445

PLAT DEDICATION:
 The undersigned proprietors of the property described herein have caused the same to be subdivided in the manner as shown on this plat and said property shall hereafter be known as:
"TOWNHOMES AT THE NATIONAL-2ND PLAT"

EASEMENTS:
 An easement or license is hereby granted to Parkville, Missouri to locate, construct and maintain or authorize the location, construction and maintenance of poles, wires, conduits or structures for gas, electricity, telephone, cable t.v., wires, sidewalks, surface drainage or any and all of them over, under, along and through the strips marked "U/E" or "UTILITY EASEMENT".
 An easement or license is hereby granted to Platte County Regional Sewer District to locate, construct and maintain or authorize the location, construction and maintenance of sanitary sewers over, under, along and through the strips marked "PCRSO" or "PCRSO EASEMENT".
 An easement or license is hereby granted to Missouri American Water to locate, construct and maintain or authorize the location, construction and maintenance of water services over, under, along and through the strips marked "W/E" or "WATER EASEMENT".

STREETS:
 The streets and right of way shown on this plat and not heretofore dedicated to public use are hereby so dedicated.

COVENANTS AND RESTRICTIONS:
 The Covenants and Restrictions recorded in Book 1130 at Page 505 as recorded with the final plat of TOWNHOMES AT THE NATIONAL-1ST PLAT are to be amended to include this plat of TOWNHOMES AT THE NATIONAL-2ND PLAT and may be amended from time to time as prescribed in that Covenant and Restrictions.

PUBLIC IMPROVEMENTS:
 All public improvements including streets, sidewalks, curb & gutter and other required improvements shall meet the city's minimum standards.

BUILDING LINES:
 Building lines or setback lines are hereby established as shown on this plat, and no building or portion thereof shall be built or otherwise located between this line and the lot or street line.

OPEN SPACE:
 Tracts A and B are reserved as private open space to be reserved and maintained by DOUBLE EAGLE BUILDERS, LLC or its assigns for use and enjoyment as deemed appropriate. Private open space and/or cash in lieu of public open space has previously been accepted as part of the approved community unit plan for the National Golf Club of Kansas City.

IN WITNESS WHEREOF:

DOUBLE EAGLE BUILDERS, LLC, a Missouri Limited Liability Company licensed to do business in the State of Missouri, has caused these presents to be executed this 26th day of August, 2014.

DOUBLE EAGLE BUILDERS, LLC, a Missouri Limited Liability Company

BY: *Dale Brouk*
 Dale Brouk Co-Manager

STATE OF Missouri)
 COUNTY OF Platte)

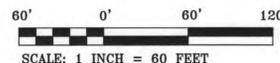
Be it remembered that on this 26th day of August, 2014, before me, the undersigned, a Notary Public in and for the County and State aforesaid, came *Dale Brouk* to me personally known, who being by me duly sworn, did say that he is *Co-Manager* of DOUBLE EAGLE BUILDERS, LLC, a Missouri Limited Liability Company and that said instrument was signed in behalf of said corporation and that said *Dale Brouk* acknowledged said instrument to be the free act and deed of said corporation.

IN WITNESS WHEREOF:

I have hereunto set my hand and affixed my Notarial Seal in the date herein last above written

My Commission Expires: *April 07, 2017*

Marcia Lockard
 Notary Public



Project No.: 14-020	TREKK DESIGN GROUP, LLC
Acad Dwg: FINAL PLAT	
Date: JUNE 24, 2014	1441 E. 104th St., Suite 105 Kansas City, Mo. 64131 Tel (816) 874-4655 Fax (816) 874-4675
Drawn By: S. WALTON	Sheet No.:
Revisions:	1 OF 1
7/1/14 CITY COMMENTS	
7/8/14 CITY COMMENTS	
7/22/14 DEVELOPER COMMENTS	
7/23/14 DEVELOPER COMMENTS	

CITY OF PARKVILLE

Policy Report

Date: Thursday, September 24, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Steve Berg
City Treasurer

ISSUE:

Review public information materials related to the debt payment strategy for the Brush Creek Drainage and Brink Meyer Road Neighborhood Improvement District (NIDs) limited general obligation bonds.

BACKGROUND:

In 2014, limited general obligation bonds were issued for the expenses incurred for the Brush Creek Drainage (Series 2014A) and Brink Meyer Road (Series 2014B) Neighborhood Improvement Districts (NIDs). The NIDs involve ten tracts containing a total of 337.77 acres located at the intersection of 45 Highway and Interstate 435. Parcels within each tract are subject to annual NID assessments that are collected to make the bond payments. However, the NID debt represents a limited general obligation of the City. The City is obligated to pay any bond debt service which is not paid through the assessments.

Assessments totaling \$669,894.74 were applied on the benefitting properties within each of the associated NID districts and were due for payment on December 31, 2014. The Brush Creek assessment collections were steady, with total collections of \$251,007 out of the \$391,949.34 assessed (64%). Unfortunately, no collections (0%) were received for the Brink Meyers assessments of \$277,945.40. The Board of Aldermen authorized the use of emergency funds (as an inter-fund loan from the Emergency Reserve Fund) to cover the 2015 semi-annual debt payments for the Brink Meyer NID. The next installment of NID assessments will be due December 31, 2015.

Due to the limited development of properties with the NIDs, the City has been contingency planning for several years to be able to backstop the debt payments in the event of future assessment delinquencies. First and foremost, the City is working diligently with the Parkville Economic Development Council (PEDC) to pursue all prospects for development to generate economic activity in the area. On September 15, 2015, the Board of Aldermen adopted Resolution No. 09-04-15 to assist in recruitment efforts by documenting the City's willingness to consider economic incentives for projects in the NIDs.

In addition to the economic development efforts, staff and the Board of Aldermen devised a financial strategy to ensure adequate funding for debt payments if assessments continue at the 2015 level. The strategy involves the following:

1. Series 2006 Certificates of Participation (COP) will be refunded in December 2015, which will reduce the City's annual principal and interest payments through 2027. These savings may be redirected to offset NID debt payments as needed. Payments using these savings may be combined with General Fund and temporary operating levy revenues as necessary to meet the NID debt payment obligations.
 2. The temporary operating levy currently authorized through 2024 may be renewed in 2025 through a "no tax increase" ballot issue. The levy will remain level but, due to the retirement of debt issued in 2006, the proceeds will be available to offset NID debt payments.
-

3. Interfund loans will be authorized from the Emergency Reserve Fund as needed for debt payments. If and when delinquent assessments are ultimately collected through late payments or the tax sale process, the proceeds will be reimbursed to the Emergency Reserve Fund.

Three charts are attached that graphically outline the strategy. Staff developed these materials to help communicate to the public that the City has a plan to meet its debt obligation related to the NIDs. Staff seeks feedback from the Board about the materials before finalizing them for public promotion.

BUDGET IMPACT:

There is no direct budget impact associated with this discussion item.

ALTERNATIVES:

1. Provide feedback to staff about the NIDs payment strategy and public information materials.
2. Postpone the discussion.

FINANCE COMMITTEE RECOMMENDATION:

The Finance Committee reviewed drafts of the public information materials at its meeting on September 21, 2015. Staff incorporated comments from that meeting into the documents. No motion was made or votes taken.

STAFF RECOMMENDATION:

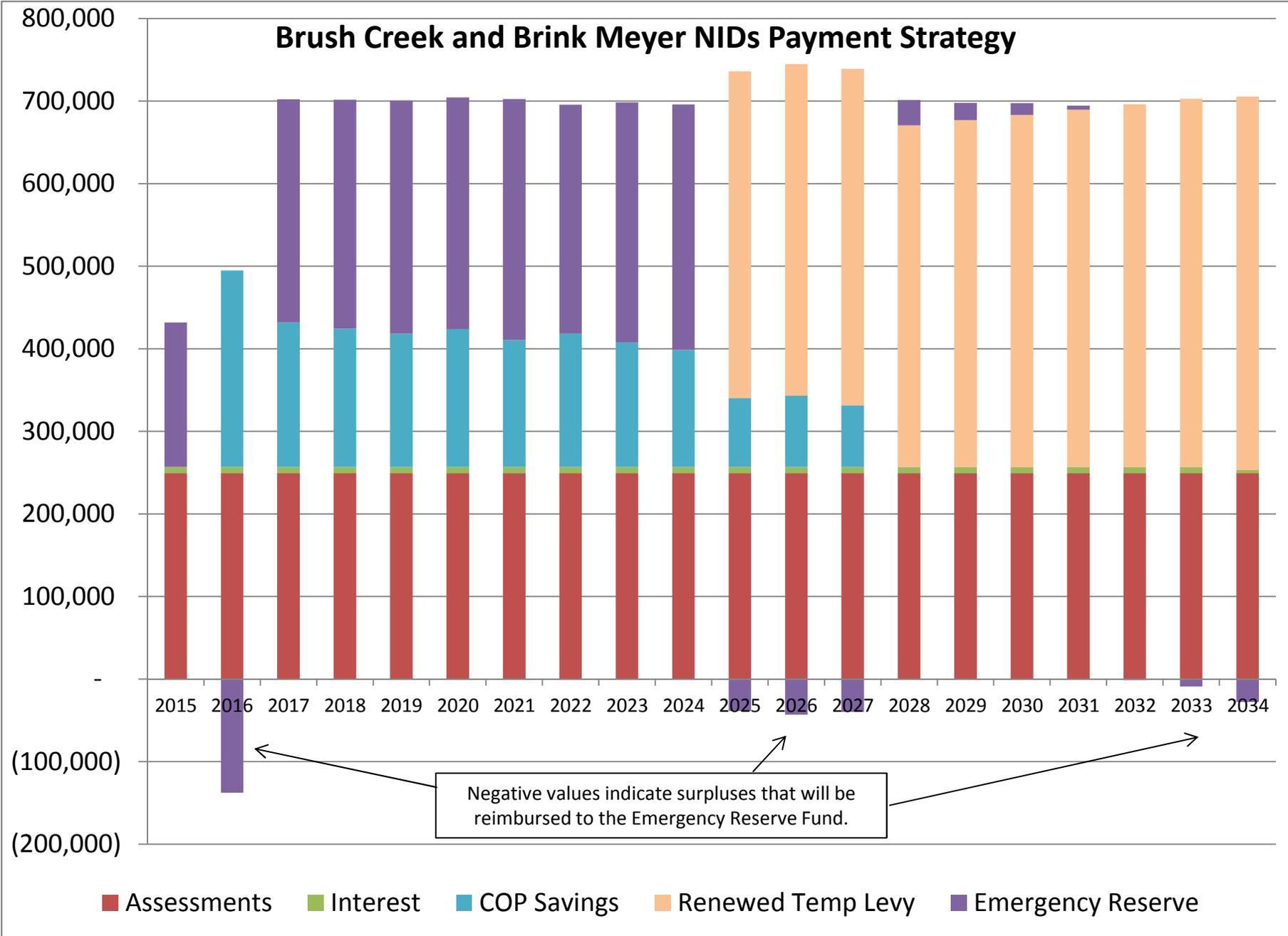
Staff recommends that the Board provide feedback to staff about the NIDs payment strategy and public information materials.

SUGGESTED MOTION:

As this is a discussion item, no motion is necessary.

ATTACHMENTS:

1. NIDs Payment Strategy – Chart
 2. NIDs Payment Strategy – Detail
 3. Emergency Reserve Fund Balance
-



Note: For planning purposes only. All calculations are based on a variety of assumptions and are subject to change.

Brush Creek Drainage and Brink Meyer Road NIDs Payment Strategy

Updated September 24, 2015

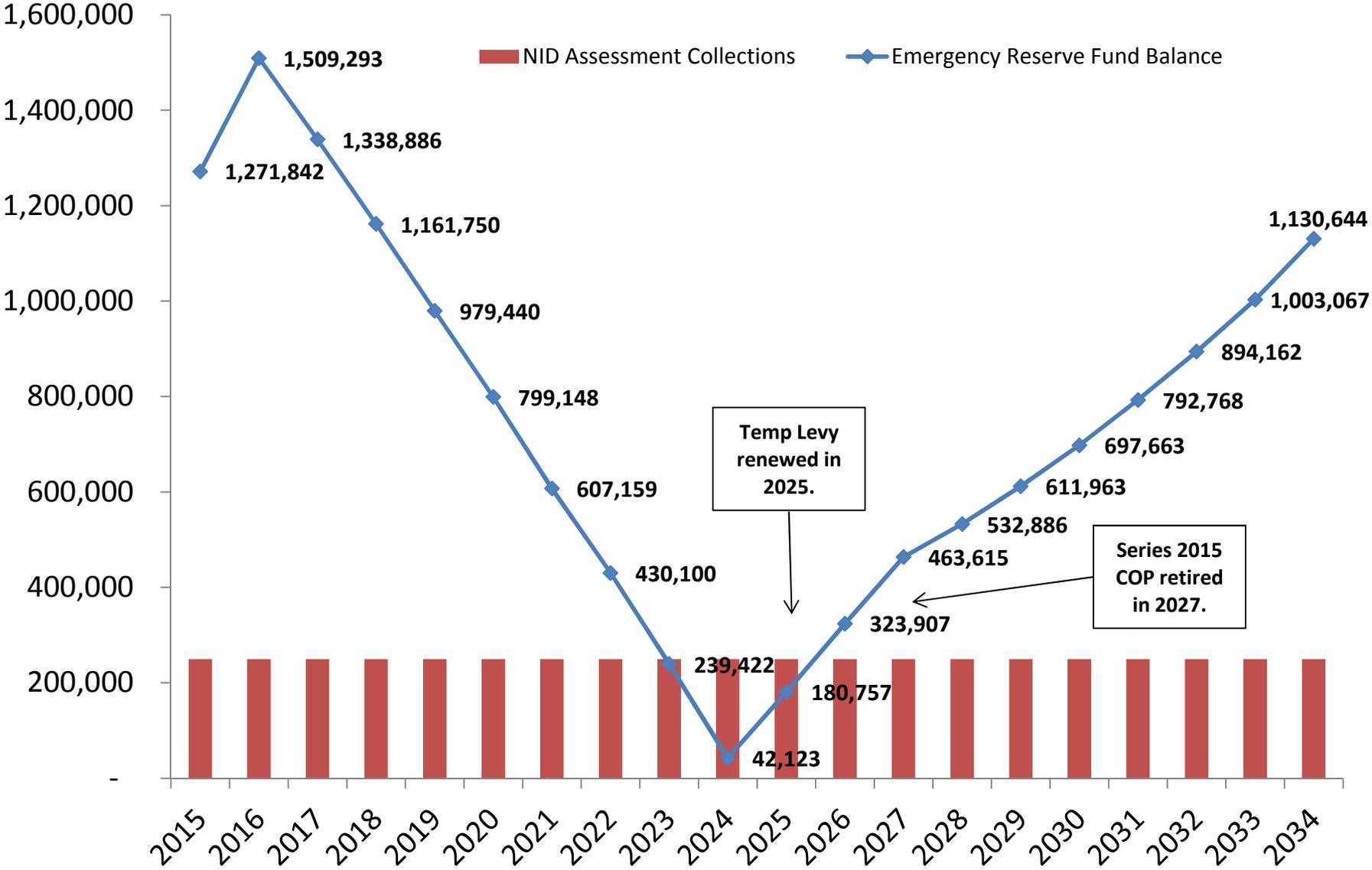
	Total Amount Due includes maintenance and fees	Funding Sources						Emergency Reserve Remaining Balance with \$100,000 added per year	Tax Revenue levy = 0.1759 1.5%
		Assessments (per 2015 receipts) 249,400 100%	Interest on Debt Service Reserve	Other Sources (next 3 columns combined)	COP Savings	Renewed Temp Levy	Emergency Reserve (negative is surplus)		
2015	431,986	249,400	7,650	174,936			174,936	1,271,842	337,000
2016	357,525	249,400	7,650	100,475	237,926		(137,451)	1,509,293	346,000
2017	702,275	249,400	7,650	445,225	174,818		270,407	1,338,886	351,190
2018	701,625	249,400	7,650	444,575	167,438		277,136	1,161,750	356,458
2019	700,675	249,400	7,650	443,625	161,315		282,309	979,440	361,805
2020	704,350	249,400	7,650	447,300	167,007		280,292	799,148	367,232
2021	702,650	249,400	7,650	445,600	153,610		291,989	607,159	372,740
2022	695,725	249,400	7,650	438,675	161,616		277,058	430,100	378,331
2023	698,500	249,400	7,650	441,450	150,771		290,678	239,422	384,006
2024	695,900	249,400	7,650	438,850	141,551		297,298	42,123	389,766
2025	697,375	249,400	7,650	440,325	83,345	395,613	(38,634)	180,757	395,613
2026	701,712	249,400	7,650	444,662	86,265	401,547	(43,150)	323,907	401,547
2027	699,412	249,400	7,650	442,362	74,500	407,570	(39,708)	463,615	407,570
2028	701,462	249,400	7,650	444,412		413,684	30,729	532,886	413,684
2029	697,862	249,400	7,650	440,812		419,889	20,923	611,963	419,889
2030	697,537	249,400	7,650	440,487		426,187	14,300	697,663	426,187
2031	694,525	249,400	7,650	437,475		432,580	4,895	792,768	432,580
2032	694,725	249,400	7,650	437,675		439,069	(1,394)	894,162	439,069
2033	693,800	249,400	7,650	436,750		445,655	(8,905)	1,003,067	445,655
2034	677,987	249,400	3,825	424,762		452,339	(27,577)	1,130,644	452,339

Assumptions:

1. NID assessments 2016 - 2034 are paid at same rate as for 2015.
2. \$100,000 is transferred from the General Fund to the Emergency Reserve Fund each year.
3. Series 2006 COP is refunded in December 2015.
4. Temporary Operating Levy revenues are used to pay Series 2015 COP payments; any excess is redirected to NID payments as needed.
5. Temporary Operating Levy is maintained at current level or increased through 2024.
6. Temporary Operating Levy is renewed in 2025 through at least 2034 ("no tax increase" ballot question).
7. COP Savings is calculated as the Temporary Operating Levy minus the Series 2015 COP payment plus \$217,500, which is the General Fund payment on the 2006 COP prior to 2016.
8. Property tax base/collections grow by 1.5% annually.

Emergency Reserve Fund Balance

(assuming NID Payment Strategy)



Note: For planning purposes only. All calculations are based on a variety of assumptions and are subject to change.