

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, May 2, 2017, at City Hall located at 8880 Clark Avenue, Parkville, Missouri, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kevin Heaton	- present
Ward 1 Alderman Tina Welch	- absent with prior notice
Ward 2 Alderman Brian T. Whitley	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Robert Lock	- present
Ward 3 Alderman Douglas Wylie	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Joe Parente, City Administrator
Kevin Chrisman, Police Chief
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Tim Blakeslee, Assistant to the City Administrator
Chris Williams, City Attorney

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

2. CITIZEN INPUT

A. Present a Certificate of Recognition to the Park University Men's Volleyball Team

Mayor Johnston presented the certificate of recognition to Park University Men's Volleyball Coach Mike Talamantes.

B. Proclaim May 14-20, 2017, as Police Week

Mayor Johnston presented the proclamation to Police Chief Kevin Chrisman.

C. Proclaim May 7-13, 2017, as Public Service Recognition Week

Mayor Johnston presented the proclamation to City Administrator Joe Parente.

3. CONSENT AGENDA

- A. Approve the minutes for the April 18, 2017, regular meeting
- B. Receive and file the March sewer report
- C. Approve a third party payment agreement with the 9 Highway Corridor Community Improvement District to cover the initial operating expenses until it begins generating sales tax revenues
- D. Approve accounts payable from April 15 to April 27, 2017

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTIONS FOR EACH ITEM, AS PRESENTED. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WHITLEY, HEATON, RITTMAN, LOCK AND SPORTSMAN. MOTION PASSED 7-0.

4. ACTION AGENDA

A. Appoint an alderman as Acting President of the Board of Aldermen through April 17, 2018

Mayor Johnston stated that the acting president acted on behalf of the mayor when absent or unavailable. She thanked Alderman Sportsman for serving for many years and asked for nominations from the Board.

IT WAS MOVED BY ALDERMAN WYLIE AND SECONDED BY ALDERMAN RITTMAN TO APPOINT ALDERMAN SPORTSMAN AS ACTING PRESIDENT OF THE BOARD OF ALDERMEN THROUGH APRIL 17, 2018. ALL AYES; MOTION PASSED 7-0.

B. Appoint Aldermen Wylie as liaison for environmental and Alderman Heaton as liaison for the Main Street Parkville Association

Mayor Johnston explained that several years ago the City had an environmental committee and due to the amount of trash along the roadways and ongoing recycling issues she felt it was important to reinstate the committee. She noted that Alderman Wylie was attending the Mid-America Regional Council Solid Waste Management Committee meetings and recommended that he serve as the liaison to the committee. Johnston added that Alderman Heaton was involved with the Main Street Parkville Association as a downtown business owner for a number of years and recommended that he serve as the liaison.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPOINT ALDERMAN WYLIE AS LIAISON FOR ENVIRONMENTAL AND ALDERMAN HEATON AS LIAISON FOR THE MAIN STREET PARKVILLE ASSOCIATION. ALL AYES; MOTION PASSED 7-0.

C. Appoint Alderman Tina Welch to the Finance Committee

Mayor Johnston explained that there was a vacancy on the Finance Committee for Ward 1 and recommended that Alderman Welch serve in that capacity.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE THE APPOINTMENT OF ALDERMAN WELCH TO THE FINANCE COMMITTEE FOR WARD 1. ALL AYES; MOTION PASSED 7-0.

D. Appoint Alderman Brian T. Whitley as an ex-officio member to the Parkville Economic Development Council through December 31, 2017

Mayor Johnston stated that the City had four representatives on the Parkville Economic Development Council that included the mayor, two aldermen and the city administrator. She noted that Alderman Rittman had served as a voting member since 2016 and Alderman Whitley would serve as the third representative, an ex-officio member.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPOINT ALDERMAN BRIAN T. WHITLEY AS AN EX-OFFICIO DIRECTOR TO THE PARKVILLE ECONOMIC DEVELOPMENT COUNCIL THROUGH DECEMBER 31, 2017. ALL AYES; MOTION PASSED 7-0.

E. Receive and file the report presented by the Park University Capstone Course in Public Administration regarding a park donation policy

Assistant to the City Administrator Tim Blakeslee said that the Park University Capstone Course in Public Administration completed a project to review and the City's park donation policy.

Park University professor Terry Ward thanked the City and the Board of Aldermen for the opportunity and said it was a good partnership.

Nick Norton, Park University student, presented the recommendations; presentation attached as Exhibit A.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO RECEIVE AND FILE THE REPORT PRESENTED BY THE PARK UNIVERSITY CAPSTONE COURSE IN PUBLIC ADMINISTRATION REGARDING A PARK DONATION POLICY AND DIRECT STAFF TO DISCUSS THE REPORT WITH THE COMMUNITY LAND AND RECREATION BOARD. ALL AYES; MOTION PASSED 7-0.

F. Approve the first reading of an ordinance to rezone two parcels containing 0.68 acres, more or less, generally located at the northwest corner of the intersection of Highway 45 and N Melody Lane, from "R-1" Single-Family Residential District to "B-4-P" Planned Business District – Case No. PZ17-02A; CBC Real Estate Group, applicant

Community Development Director Stephen Lachky stated that the City received an application from CBC Real Estate Group to rezone two parcels at the intersection of Highway 45 and North Melody Lane; presentation attached as Exhibit B. The Planning and Zoning Commission held a public hearing on April 11 and recommended approval of the rezoning by a vote of 4-2.

The public was provided the opportunity to comment on the item. The following citizens spoke in opposition:

Steven Youngblood, 6413 NW Melody Lane; Sandra Ferguson, 6502 NW Melody Lane; Pete Spires, 6521 NW Melody Court; Harry Sievers, 6508 NW Melody Lane; Michaela Spires, 6521 NW Melody Court; Beverly Boulware, 6420 NW Melody Lane; Jenny Haskett, 8809 NW Melody Lane; and Mary Craft, 8804 NW Melody Lane.

Two residents submitted items to City staff for the record; attached as Exhibit C.

The following citizens spoke in favor:

Parkville Economic Development Council Executive Director Mike Kellam; Cory Miller, landowner in the APEX area; Regina Moore, 6508 NW Melody Lane; and Charles Moore, 6508 NW Melody Lane.

Discussion focused on the signatures on the rezoning application and the notary on the affidavit of ownership.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 2928, AN ORDINANCE REZONING TWO PARCELS CONTAINING 0.68 ACRES, MORE OR LESS, GENERALLY LOCATED AT THE NORTHWEST CORNER OF THE INTERSECTION OF HIGHWAY 45 AND N. MELODY LANE FROM "R-1" SINGLE-FAMILY RESIDENTIAL DISTRICT TO "B-4-P" PLANNED BUSINESS DISTRICT, ON FIRST READING AND POSTPONE THE SECOND READING TO MAY 16, 2017. AYES BY ROLL CALL VOTE: PLUMB, WHITLEY, HEATON, RITTMAN, LOCK AND SPORTSMAN. NOES: WYLIE. MOTION PASSED 6-1.

6. STAFF UPDATES ON ACTIVITIES

A. Police Department

1. MILO Machine

Police Chief Kevin Chrisman noted that the MILO machine was at City Hall from May 1-8 and May 12-19.

B. Community Development

1. Upcoming Public Hearings: Lake Pointe Lodge and Thousand Oaks 22nd Plat

Community Development Director Stephen Lachky noted that three public hearings were scheduled on the agenda for the May 9 Planning and Zoning Commission meeting that included Thousand Oaks 22nd Plat, Lake Pointe Lodge and a continuance of the APEX site plan.

C. Public Works

1. Spring Clean Up

Public Works Director Alysén Abel stated that the Spring Clean Up was held on April 22 with a total of 371 vehicles which was above the average of 200-250 per event. She noted that the Platte County Clean Up was scheduled for May 12-13 which provided another opportunity for residents to dispose of waste. Abel also reminded the Board that the extended yard waste-drop off would continue through May 12.

7. MAYOR, BOARD OF ALDERMEN & COMMITTEE REPORTS & MISCELLANEOUS ITEMS

Alderman Plumb noted the good turnout at Brewfest on April 29 and said he attended the Parkville Chamber of Commerce golf tournament on May 1.

Alderman Heaton said that an event for the placement of the Bill Grigsby statue in Pocket Park was confirmed for June 22 at 5:30 p.m.

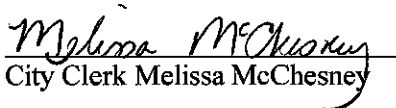
Mike Pollard, 5874 South National Drive, said that he was looking into an issue for residents paying assessments on the Crooked Road to Highway 45 Neighborhood Improvement District (NID) that included 50 properties at the National subdivision and asked who had oversight of the NID. The Board asked that Mr. Pollard keep them updated on what he found out from Platte County.

8. ADJOURN

Mayor Johnston declared the meeting adjourned at 8:55 p.m.

The minutes for Tuesday, May 2, 2017, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the sixteenth day of May 2017.

Submitted by:


City Clerk Melissa McChesney



PARKVILLE PARKS DONATION POLICY

MAY 2, 2017



PARKVILLE PARKS DONATION POLICY PROPOSAL

- Donations
- Tree Policy
- Park Maintenance
- Donor Recognition, Naming Rights, Sponsorships
- Volunteer Policy
- Cash Gifts
- Priority Items (Wish List)
- Making the Park a Destination



DONATIONS

- Artwork Donation
- Donation of Land
- Donation Schedule/Gifting Amounts
- Criteria for Accepting Gifts
 - Donor Application (Appendix 2)



TREE POLICY

- Arbor Day and Memorial Tree Policy (Appendix 3)
- Application Form (Appendix 2)
- Commemorative Tree
 - Cost
 - Maintenance
 - Approval



PARK MAINTENANCE

- **City Policy**
 - Board of Aldermen
 - Parks Superintendent
- Time table for maintenance checks
- Audit of activity by CLARB



DONOR RECOGNITION, NAMING RIGHTS AND SPONSORSHIPS

- Written letter of acknowledgment
- IRS notification from Parkville
- List of donors and sponsors on Parkville website
- **Approval for special activity or donations not identified**
 - Volunteer Policy



ACCEPTING AND OVERSEEING CASH GIFTS

- **Written instruction (application) required**
 - Approved by Board of Alderman and Mayor
- **General Donations deposited into Endowment Fund**
 - Bank Liberty as Trustee
 - Report to CLARB and Board of Alderman
 - Spending Policy
- **Approval**
 - \$5000 or more- Board of Alderman and Mayor
 - \$5000 or less- CLARB



PRIORITY ITEMS (WISH LIST)

- Appendix 1
- CLARB maintain/review annually
- Equipment and Supplies
- General Park Donations (Commemorative)
- Dog Park
- Park Projects



APPENDIX 1 PRIORITY ITEMS “WISH LIST”

- **Equipment and Supplies**
 - Wildflower and Grass planting
- **General Park Donations**
 - Commemorative Bench
 - Bike Rack
 - Picnic Table
- **Dog Park Donations**
 - Ramps/Tunnels
 - Teeter-Totters/Hoops
 - Fire Hydrants/Drinking Fountains
- **Park Projects**
 - Soccer Field/Baseball or Basketball enhancements/Picnic Shelters

MAKING THE PARK A DESTINATION

- **Cultural Activities**
- **Ethnic Festivals**
- **Art Fairs**
- **Compatibility of Donations**
- **Post Park information at large events**



SUMMARY

- Donations
- Tree Policy
- Park Maintenance
- Donor Recognition, Naming Rights, Sponsorships
- Volunteer Policy
- Cash Gifts
- Priority Items (Wish List)
- Making the Park a Destination



QUESTIONS

Thank you for your
time!

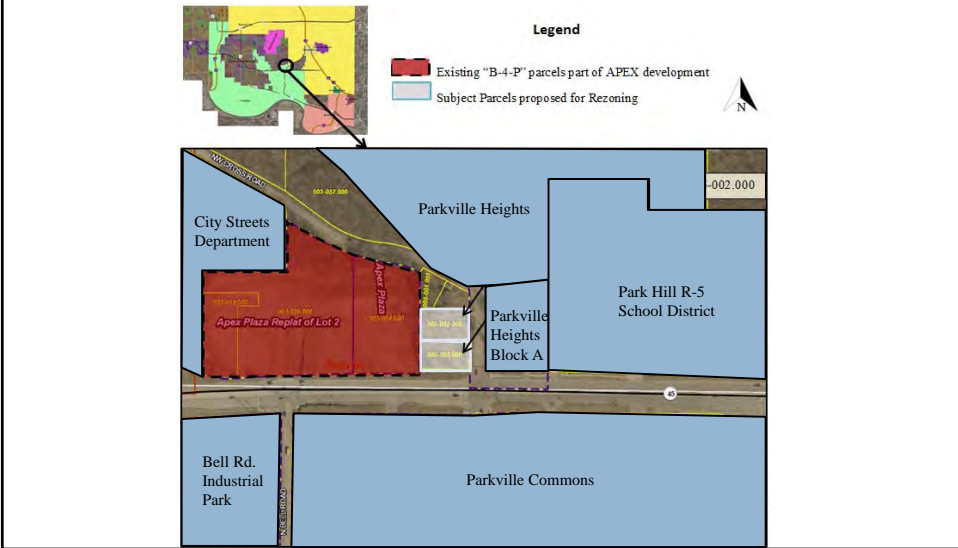




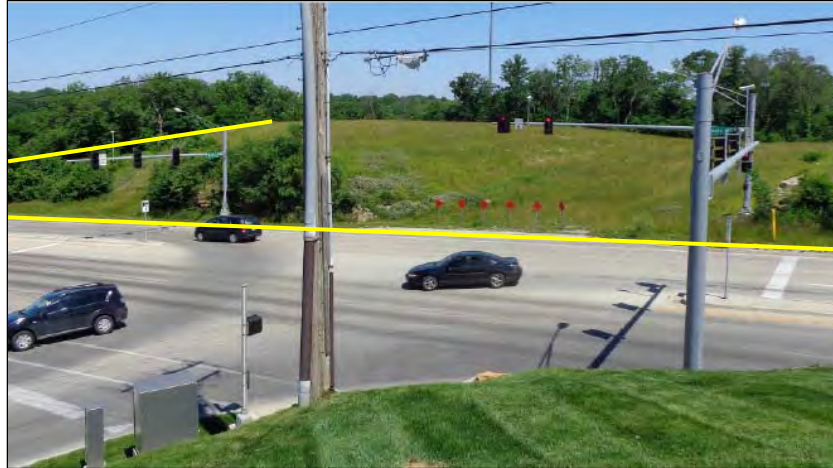
CASE NO. PZ17-02A APPLICATION FOR ZONING MAP AMENDMENT

Staff Presentation – May 2, 2017
Board of Aldermen Meeting

Background



View from Commerce Bank looking NW



View from Hwy 45 looking NW



View from intersection at Lewis St. looking NW



View from N. Melody Ln. looking W



View from Parkville Heights
neighborhood entrance looking SW



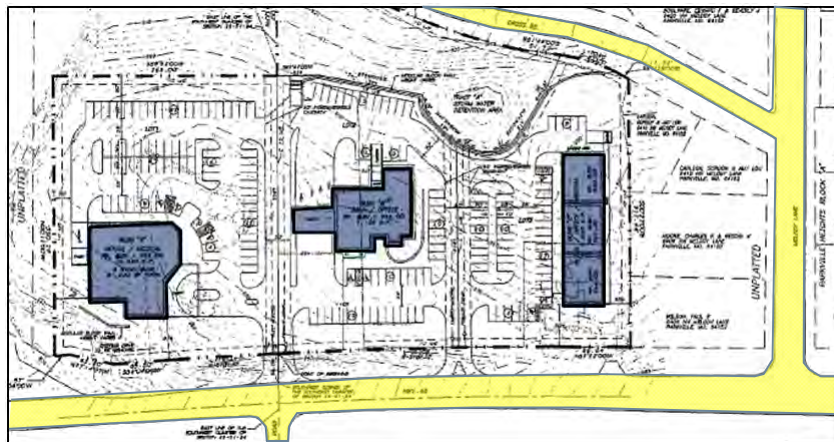
View from NW Cross Rd. looking SW



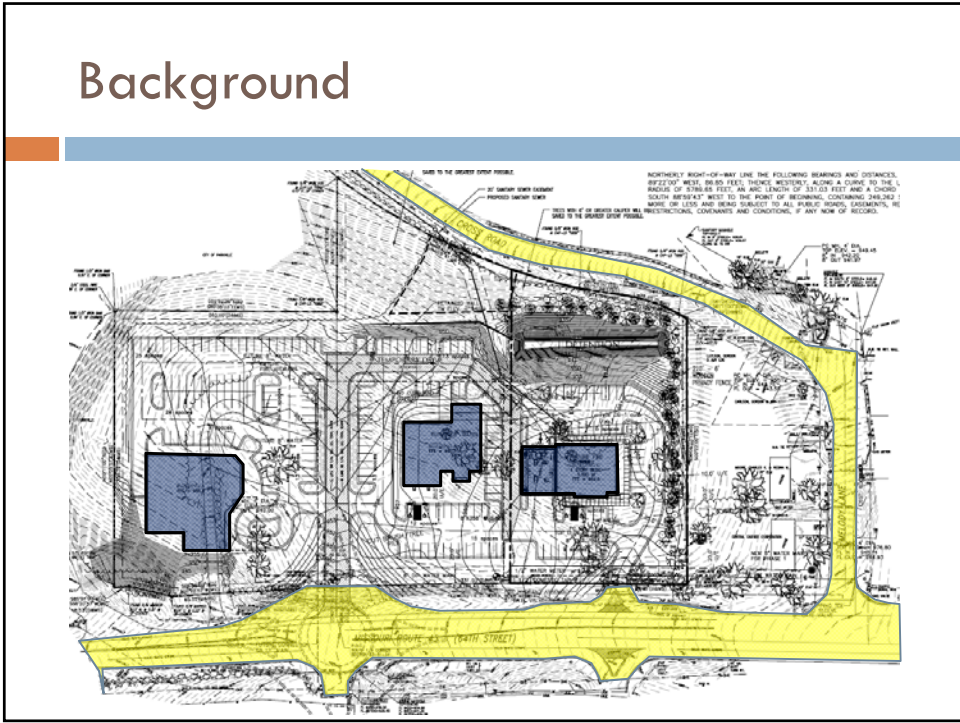
View from NW Cross Rd. looking SE



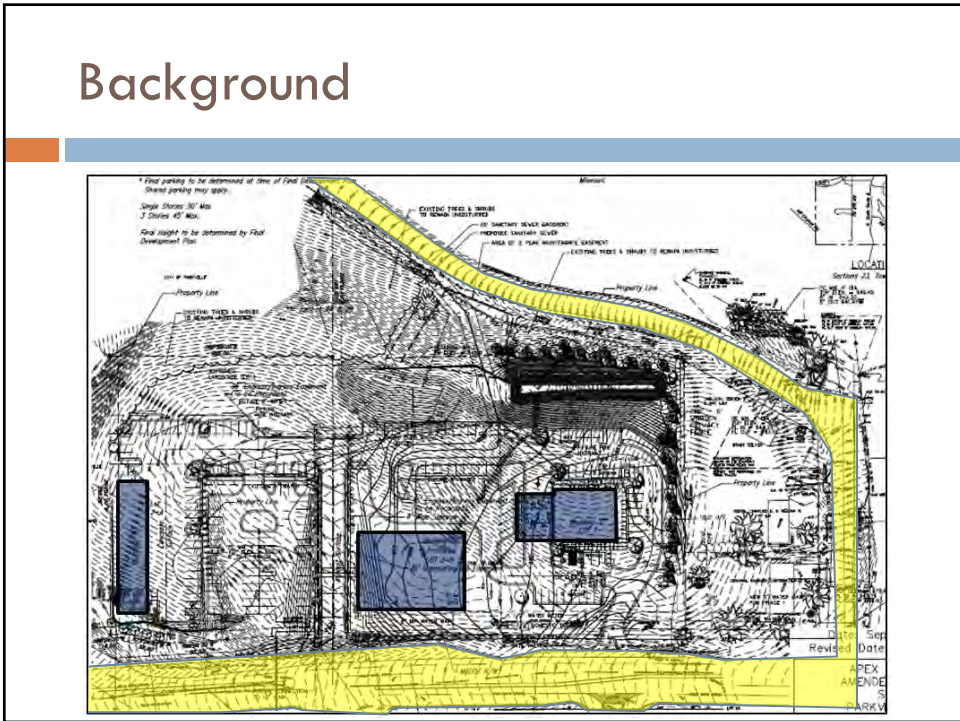
Background



Background



Background



Case No. PZ17-02A

- Application for Zoning Map Revision (Rezoning)
- Existing: "R-1" Single-Family Residential
- Proposed: "B-4-P" Planned Business District
- Two parcels totaling 0.68 acres



Future Land Use map

