

## 1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:02 p.m. on Tuesday, June 5, 2018, 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 Tina Welch	- absent with prior notice
Ward 1 Alderman Philip Wassmer	- present
Ward 2 Alderman Brian T. Whitley	- present
Ward 2 Alderman Dave Rittman	- absent with prior notice
Ward 3 Alderman Robert Lock	- present
Ward 3 Alderman Douglas Wylie	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- absent with prior notice

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  
Matthew Chapman, Finance/Human Resources Director  
Anna Mitchell, 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

Mayor Johnston recognized a member of Boy Scouts of America Troop 314 working on his Citizenship in the Community merit badge.

## 3. CONSENT AGENDA

- A. Approve the minutes for the May 15, 2018, regular meeting
- B. Receive and file the April 2018 sewer report
- C. Reappoint Deborah Butcher as Ward 1 representative to the Ethics Commission through May 2023
- D. Reappoint Adam Zink, Linda Arnold and Bill Gresham to the Community Land and Recreation Board through May 2021
- E. Reappoint Jerry Felker and Dale Brouk to the Industrial Development Authority through May 2021
- F. Reappoint Diane Driver and Jim Werner to the Tax Increment Financing Commission through May 2022
- G. Approve accounts payable from May 12 to May 31, 2018

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTIONS FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 5-0.

## 4. ACTION AGENDA

- A. **Receive and file the report prepared by the Park University Public Administration Capstone Course regarding the maintenance of public streetlights in Parkville**

Public Works Director Alysen Abel said that staff asked Park University to help create a policy for the placement of new streetlights.

Dr. Terry Ward, Park University, provided an overview of the report; presentation attached as Exhibit A.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO **RECEIVE AND FILE THE REPORT PRESENTED BY PARK UNIVERSITY PUBLIC ADMINISTRATION'S CAPSTONE COURSE REGARDING THE MAINTENANCE OF PUBLIC STREETLIGHTS**. ALL AYES; MOTION PASSED 5-0.

**B. Approve the audited financial statements for fiscal year 2017 as prepared by Cochran Head Vick & Co., P.C.**

Finance/Human Resources Director Matthew Chapman stated that the auditors completed the 2017 audit and issued an unmodified opinion. The Finance Committee recommended approval on May 21.

David Cochran, Cochran Head Vick & Co., P.C., thanked staff for their assistance with the audit. Ray Miller, Cochran Head Vick & Co., P.C., provided an overview of the 2017 audit findings.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO **ACCEPT THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED DECEMBER 31, 2017**. ALL AYES; MOTION PASSED 5-0.

**C. Approve improvements to the Welcome to Parkville sign on the north side of Highway 45 near Riss Lake Drive**

Public Works Director Alysén Abel stated that Parkville resident AnnaLee Penrod approached City staff about improving the Welcome to Parkville sign located on Highway 45 near the entrance to Riss Lake. She had a graphic design background and said she would volunteer her time to improve the sign.

AnnaLee Penrod said that she planned to fix up the existing sign to make it look similar to the entryway sign on Route 9 and add landscaping. The City would pay for the materials and she would provide the labor and artwork.

Abel added that the sign was partially located in Missouri Department of Transportation right-of-way and the City had approved a license agreement for the sign. Staff did not want to change the size of the sign, but only update the face.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO **DIRECT STAFF TO WORK WITH MRS. PENROD TO REFURBISH THE EXISTING PARKVILLE SIGN ON HIGHWAY 45 TO MATCH THE THEME OF THE HIGHWAY 9 MONUMENT SIGN**. ALL AYES; MOTION PASSED 5-0.

**D. Approve the second reading of an ordinance to approve the petition to establish the Parkville Market Place Community Improvement District, establish the district as a political subdivision of the State of Missouri, establish the term of existence of the district, direct the City Clerk to report the creation of the district to the Missouri Department of Economic Development, and authorize certain documents and prescribing other matters relating thereto**

Mayor Johnston stated that the first reading of the ordinance was presented on May 15. Community Development Director Stephen Lachky noted that a comparison of other retail areas in Parkville and their respective sales tax rates were added to the agenda packet. He added that it would be a similar tax rate to Parkville Commons.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK

TO APPROVE BILL NO. 2980, AN ORDINANCE APPROVING THE PETITION TO ESTABLISH THE PARKVILLE MARKET PLACE COMMUNITY IMPROVEMENT DISTRICT, ESTABLISHING THE DISTRICT AS A POLITICAL SUBDIVISION OF THE STATE OF MISSOURI, ESTABLISHING THE TERM OF EXISTENCE OF THE DISTRICT, DIRECTING THE CITY CLERK TO REPORT THE CREATION OF THE DISTRICT TO THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT, AND AUTHORIZING CERTAIN DOCUMENTS AND PRESCRIBING OTHER MATTERS RELATING THERETO, ON SECOND READING TO BECOME ORDINANCE NO. 2947. ALL AYES BY ROLL CALL VOTE: WYLIE, WHITLEY, WASSMER, LOCK AND SPORTSMAN. MOTION PASSED 5-0.

- E. Approve the second reading of an ordinance to approve the petition to establish the Parkville Market Place #2 Community Improvement District, establish the district as a political subdivision of the State of Missouri, establish the term of existence of the district, direct the City Clerk to report the creation of the district to the Missouri Department of Economic Development, and authorize certain documents and prescribing other matters relating thereto

Mayor Johnston stated that the first reading of the ordinance was presented on May 15. Community Development Director Stephen Lachky noted that a comparison of other retail areas in Parkville and their respective sales tax rates were added to the agenda packet. He added that it would be a similar tax rate to Parkville Commons.

Discussion focused on why a community improvement district (CID) was requested instead of a transportation development district (TDD). Lachky said that revenues from a TDD could only be used for transportation infrastructure, but revenues from a CID could be used for transportation infrastructure, landscaping, building rehabilitation, safety and security, or marketing campaigns. City Administrator Joe Parente noted that a CID was set by ordinance and a TDD was set by a more complex judicial process.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO APPROVE BILL NO. 2981, AN ORDINANCE APPROVING THE PETITION TO ESTABLISH THE PARKVILLE MARKET PLACE #2 COMMUNITY IMPROVEMENT DISTRICT, ESTABLISHING THE DISTRICT AS A POLITICAL SUBDIVISION OF THE STATE OF MISSOURI, ESTABLISHING THE TERM OF EXISTENCE OF THE DISTRICT, DIRECTING THE CITY CLERK TO REPORT THE CREATION OF THE DISTRICT TO THE MISSOURI DEPARTMENT OF ECONOMIC DEVELOPMENT, AND AUTHORIZING CERTAIN DOCUMENTS AND PRESCRIBING OTHER MATTERS RELATING THERETO, ON SECOND READING TO BECOME ORDINANCE NO. 2948. ALL AYES BY ROLL CALL VOTE: WYLIE, WHITLEY, WASSMER, LOCK AND SPORTSMAN. MOTION PASSED 5-0.

- F. Approve the second reading of an ordinance to approve Thousand Oaks 22nd Plat, Final Plat containing approximately 43.95 acres – Case No. PZ18-08; Forest Park Development Company, LLC, applicant

Mayor Johnston stated that the first reading of the ordinance was presented on May 15.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO APPROVE BILL NO. 2982, AN ORDINANCE APPROVING THOUSAND OAKS 22ND PLAT, FINAL PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI, ON SECOND READING TO BECOME ORDINANCE NO. 2949. ALL AYES BY ROLL CALL VOTE: WYLIE, WHITLEY, WASSMER, LOCK AND SPORTSMAN. MOTION PASSED 5-0.

**G. Adopt an ordinance to release an existing conservation easement previously accepted by Ordinance No. 2529 and to accept a new conservation easement for the APEX Plaza and APEX Plaza Replat of Lot 2 subdivisions**

Community Development Director Stephen Lachky stated that the property was approximately eight acres located at Highway 45 and Melody Lane. From a previous project plan in 2005-2006, an error was made in the preliminary grading and a substantial amount of trees that were to serve as a buffer were removed. At the time, the City issued a stop work order and made the developer replant the trees. In 2010, the City adopted an ordinance approving a conservation easement to preserve the landscaping in the area.

In 2017, the Board of Aldermen approved Apex Plaza for commercial development. The location of one of the buildings was over the conservation easement. Lachky said that the City was willing to vacate the portion of the easement and dedicate it at another location on the property; the developer asked for a conservation easement on the northern portion of the property. Due to the time sensitive nature of the request, staff recommended that both readings be done at the meeting.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO APPROVE BILL NO. 2983, AN ORDINANCE **RELEASING AN EXISTING CONSERVATION EASEMENT PREVIOUSLY ACCEPTED BY ORDINANCE NO. 2529 AND ACCEPTING A NEW CONSERVATION EASEMENT FOR THE APEX PLAZA AND APEX PLAZA REPLAT OF LOT 2 SUBDIVISIONS**, ON FIRST READING. ALL AYES; MOTION PASSED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN LOCK TO APPROVE BILL NO. 2983 ON SECOND READING BY TITLE ONLY TO BECOME ORDINANCE NO. 2950. ALL AYES BY ROLL CALL VOTE: WYLIE, WHITLEY, WASSMER, LOCK AND SPORTSMAN. MOTION PASSED 5-0.

**5. STAFF UPDATES ON ACTIVITIES**

**A. Police Department**

**1. 2<sup>nd</sup> Annual Northland Law Enforcement Appreciation Day Follow-Up**

Police Chief Kevin Chrisman provided a follow-up to the 2<sup>nd</sup> Annual Northland Law Enforcement Appreciation Day event held on May 19, 2018, noting that over 30 law enforcement agencies participated and approximately 1,200 people attended. He added that over 120 kids used the Parkville power car and over 80 people drove the Drunk Buster bike, including Mayor Johnston. He thanked Scott Lamaster, Taking it to the Streets, for donating the food and the volunteers for serving it and thanked Mayor Johnston for her opening remarks.


**6. MAYOR, BOARD OF ALDERMEN & COMMITTEE REPORTS & MISCELLANEOUS ITEMS**

**7. ADJOURN**

Mayor Johnston declared the meeting adjourned at 8:03 p.m.

The minutes for Tuesday, June 5, 2018, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the nineteenth day of June 2018.

Submitted by:

  
City Clerk Melissa McChesney

