

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:02 p.m. on Tuesday, June 18, 2019, 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	- present
Ward 1 Alderman Philip Wassmer	- present
Ward 2 Alderman Brian T. Whitley	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman Robert Lock	- absent with prior notice
Ward 3 Alderman Douglas Wylie	- present
Ward 4 Alderman Marc Sportsman	- absent with prior notice
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: 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

3. CONSENT AGENDA

- A. Approve the minutes for the June 4, 2019, regular meeting
- B. Receive and file the May Municipal Court Report
- C. Receive and file the financial report for the month ending May 31, 2019
- D. Receive and file the crime statistics for January through April 2019
- E. Appoint Kenneth Roberson to the Board of Zoning Adjustment through May 2022
- F. Approve a financial services agreement with Cochran Head Vick & Co., P.C. to perform services related to tax increment financing agreements
- G. Approve a construction agreement with JD Bishop Construction to install concrete floor at the Parks Storage Building
- H. Approve a professional services agreement with Right of Way Associates for third-party review appraisal services for the Route 9 Improvements Project
- I. Approve accounts payable from May 31 to June 13, 2019

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN WELCH TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 6-0.

4. ACTION AGENDA

A. Approve the audited financial statements for the fiscal year ended December 31, 2018

Finance/Human Resources Director Matthew Chapman stated that the auditors issued an unmodified opinion for the 2018 audit. The draft audit was presented to the Finance Committee on June 10.

Michael Keenan, Cochran Head Vick & Co., provided an overview of the 2018 audit; presentation attached as Exhibit A. He said that because the appraisal of Platte Landing Park was received on June 12, the agenda packet included a draft audit. He said that no illegal acts came to their attention, they did not have any difficulties with management and they had full access to the City's books and records. The audit found a deficiency in financial reporting and journal entries were required to properly report transactions. Significant adjustments were needed and management created a corrective action plan.

The management letter provided suggestions for best practices and internal controls, budgeting recommendations regarding capital expenditures and Government Accounting Standards Board pronouncements that would not have significant impact on the City's financial position.

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN WELCH TO ACCEPT THE AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018. ALL AYES; MOTION PASSED 6-0.

B. Approve the first reading of an ordinance to approve the final plat of Meadows At Creekside – Case No. PZ18-15D; Parkville Development 70, LLC, applicant

Community Development Director Stephen Lachky said that the Planning and Zoning Commission held public hearings in late 2018. Both the Commission and the Board of Aldermen approved the preliminary plat in 2018. Lachky added that the application for final plat was for the northern half of the development and the Commission recommended approval on June 11. If the plan changed less than five lots it did not require Board of Aldermen approval, but because new public right-of-way was being added Board approval was requested..

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN WELCH TO APPROVE BILL NO. 3050, AN ORDINANCE APPROVING THE FINAL PLAT FOR MEADOWS AT CREEKSIDE, 1ST PLAT, A SUBDIVISION IN THE CITY OF PARKVILLE, PLATTE COUNTY, MISSOURI, ON FIRST READING AND POSTPONE THE SECOND READING TO JULY 2, 2019. ALL AYES; MOTION PASSED 6-0.

5. STAFF UPDATES ON ACTIVITIES

A. Public Works

1. S. National Drive at Crooked Road Traffic Study Work Session – Monday, June 24, 6 pm

Public Works Director Alysen Abel stated that a work session was scheduled for June 24 to review findings from the traffic impact study of the intersections at S. National Drive and Crooked Road.

Abel noted that a meeting was scheduled for June 25 with the Missouri Department of Transportation (MoDOT), the bus company, Public Works, Police Department and residents along Highway 9 north of Highway 45 to discuss traffic concerns.

Abel provided a flood update, noting that the water was starting to recede. Staff assessed the damage and was waiting to hear from the Federal Emergency Management Agency regarding the extension to the low water crossing project. Chief Chrisman said that the river was predicted to go up the following week.

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

Alderman Rittman was concerned with the traffic backup along Highway 9 at the Park University entrance. He asked if staff could contact MoDOT to find out if improvements could be made to the stop light.

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF JUNE 18, 2019

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Alderman Whitley was concerned with traffic at the intersection of Parkview Drive and Park Ridge Drive. Public Works Director Aysen Abel said that she had reached out to the City's on-call traffic engineer. He also asked about curb work and Abel responded that it would start the following week and asphalt work would follow.

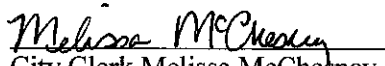
Alderman Welch said that she attended the YMCA Board meeting and noted that they offered programs for kids during the summer.

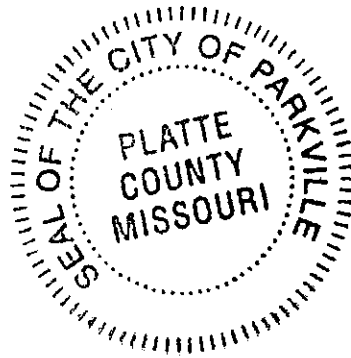
7. ADJOURN

Mayor Johnston declared the meeting adjourned at 7:54 p.m.

The minutes for Tuesday, June 18, 2019, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of July 2019.

Submitted by:


City Clerk Melissa McChesney



**Report to
The Honorable Mayor
and Members of the Board of Aldermen**

City of Parkville, Missouri



**Financial and Compliance Audit
For the year ended December 31, 2018**

CHV

Certified Public Accountants

CHV

Certified Public Accountants

- Serving Missouri and Kansas since 1975.
- Peer Review – We have been awarded the highest rating given as a result of our peer review.
- Member of-
 - AICPA
 - AICPA Government Audit Quality Center
 - AICPA Employee Benefit Plan Audit Quality Center
 - BDO Alliance USA
 - Three (3) members of our governmental services audit team are members of the GFOA Special Review Committee
 - Licensed in Missouri, Kansas, and Nebraska

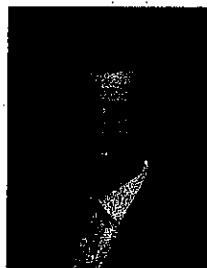
ENGAGEMENT TEAM



David Cochran, CPA
Engagement Partner



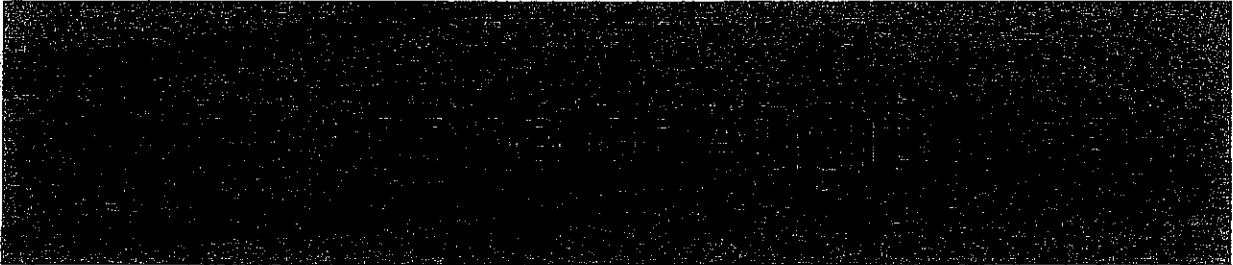
Michael Keenan, CPA
Senior Manager

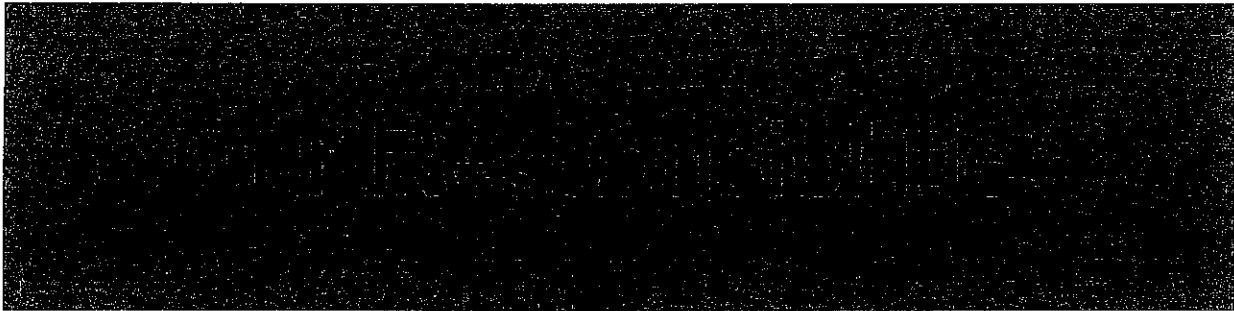


Ray Miller, CPA
Senior Associate



William Bryan, CPA
Staff Associate

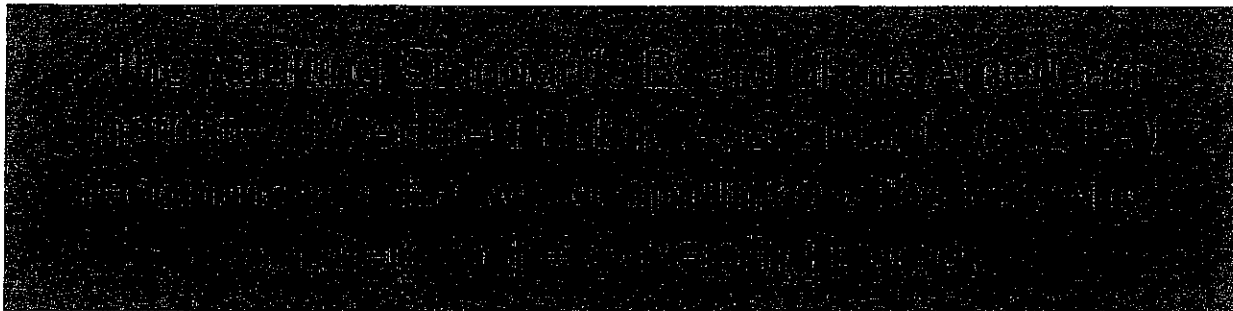
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- We were engaged to perform an audit of the City's basic Financial Statements.



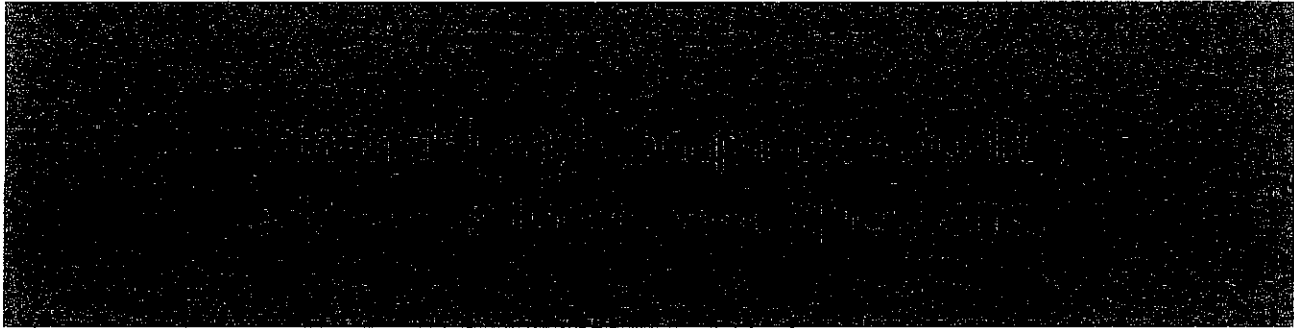
- **Conduct our audit in accordance with Generally Accepted Auditing Standards and Government Auditing Standards.**

- **Plan and perform our audit to obtain reasonable, not absolute, assurance that the basic financial statements are free of material misstatement.**

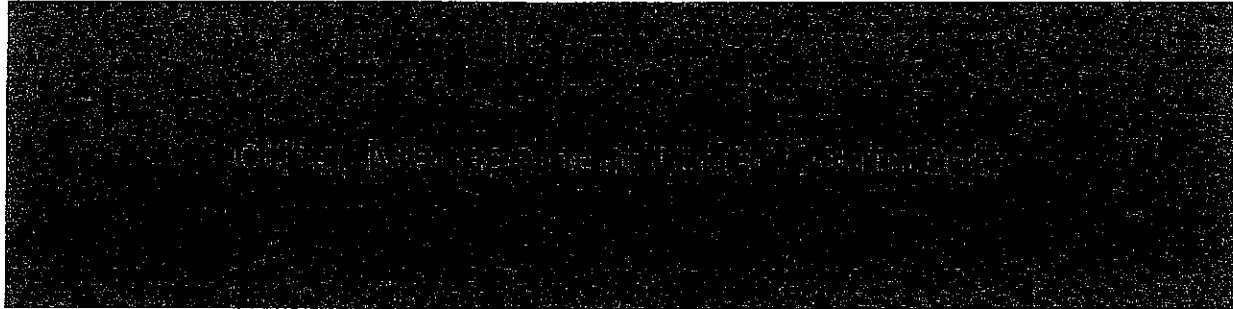
- **Report on internal controls over financial reporting and compliance with laws and regulations.**



City of Parkville, Missouri	
Illegal Acts – None came to our attention as a result of performing our audit procedures.	
Changes in Significant Accounting Policies – No changes in significant accounting policies.	
No difficulties or disagreements with management.	
Cooperation – Full access to books and records.	

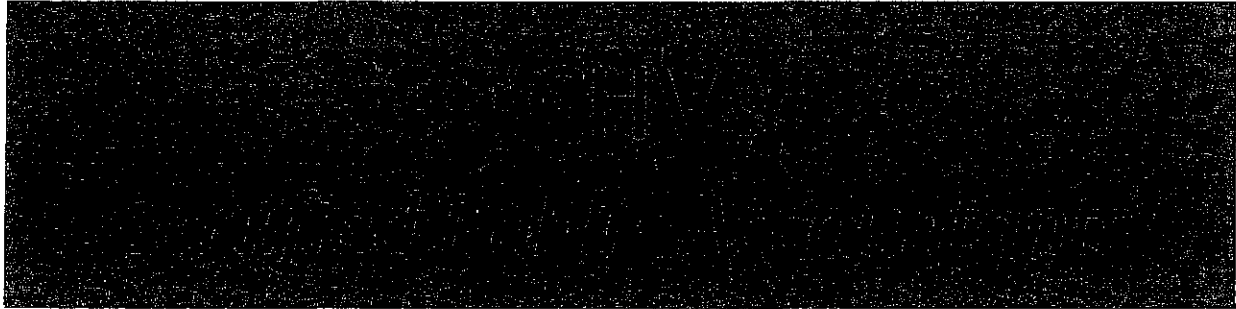


Question	Answers
Are the financial statements free of material misstatement?	We plan on issuing an unmodified opinion that the financial statements are fairly presented in all material respects.
Are internal controls over financial reporting adequately designed and operating effectively?	We identified a certain deficiency in internal control that we consider to be a material weakness. ➤ Financial Reporting
Did the City of Parkville, Missouri comply, in all material respects, with the finance-related laws and regulations?	No material noncompliance was noted with the finance-related laws and regulations that govern the City's operations.



**Other Management Letter Comments –
Contains suggestions for best practices and
possible improvements in internal control
noted in the conduct of the audit.**

- **Budgeting**
- **Future Accounting Pronouncements**



**We appreciate the opportunity to serve as the auditor
for
the City of Parkville, Missouri**