

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, September 17, 2019, at City Hall located at 8880 Clark Avenue, Parkville, Missouri, and was called to order by Acting President Marc Sportsman. 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	- 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
Stephen Lachky, Community Development Director
Alysen Abel, Public Works 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 September 3, 2019, regular meeting
- B. Receive and file the August Municipal Court report
- C. Receive and file the financial report for the month ending August 31, 2019
- D. Receive and file the crime statistics for January through July 2019
- E. Approve Resolution No. 19-007 to destroy certain records past their required retention schedule
- F. Approve accounts payable from August 30 to September 12, 2019

At the request of Alderman Plumb, Item 3E was removed from the consent agenda for further discussion.

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN PLUMB TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS AMENDED. ALL AYES; MOTION PASSED 8-0.

E. Approve Resolution No. 19-007 to destroy certain records past their required retention schedule

City Clerk Melissa McChesney provided an overview of the statutes that permitted municipalities to destroy records beyond their required retention schedules set by the Local Records Board, which required approval by the Board of Aldermen. She said that the Board of Aldermen adopted a Records Retention Policy in 2016 based on the state's retention schedules. The consensus of the Board was to postpone the item until there was a resolution to the complaint filed with the Missouri Attorney General's Office.

IT WAS MOVED BY ALDERMAN PLUMB AND SECONDED BY ALDERMAN RITTMAN

TO POSTPONE APPROVAL OF RESOLUTION NO. 19-007 TO DESTROY CERTAIN RECORDS PAST THEIR REQUIRED RETENTION SCHEDULE UNTIL AFTER THE COMPLAINT TO THE MISSOURI ATTORNEY GENERAL'S OFFICE HAS BEEN RESOLVED. ALL AYES; MOTION PASSED 8-0.

4. ACTION AGENDA

A. Accept the 2019 City of Parkville Strategic Planning Workshop Summary Report

City Administrator Joe Parente provided an overview of the process and the goals for 2019-2020; presentation attached as Exhibit A. He noted that staff would present a six month review to show progress on attaining the goals set by the Board of Aldermen.

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN PLUMB TO ACCEPT THE 2019-2020 CITY OF PARKVILLE STRATEGIC PLANNING WORKSHOP SUMMARY REPORT. ALL AYES; MOTION PASSED 8-0.

B. Approve a small construction services agreement with MBE-DBE Excavating & Grading, LLC for the demolition of the single-family house located at 202 East Street

Community Development Director Stephen Lachky stated that a fire damaged the property at 202 East Street in October 2018. Temporary fencing was installed to prevent trespassing and code enforcement violations were issued to the owner and registered agent in December 2018. In the spring, staff met with the city attorney to discuss the next step, which was to adopt provisions in the Municipal Code to conform with state regulations to declare the building unsafe in order for the City to move forward with demolition. A dangerous building hearing was held in July. Following the hearing, the registered agent told staff they intended to remove the debris within 30 days, but the work was not done. Lachky said that staff sent the agent a final 30 day notice letter to clean the property or the City would complete the work and place a lien on the property to recoup the cost of the demolition. If the property owner did not clean the property by September 23, the City would start the work under the proposed agreement.

Staff obtained quotes from eight local contractors and half of them were not able to do the work because of other commitments. Because of the unique location, issues with staging equipment and power lines, only two of the contractors provided quotes.

Lachky said that he received a letter from the property owner's attorney requesting a 60 day extension because of issues with the insurance company. He noted that staff felt they had already been given enough time to clean the property and recommended proceeding with the agreement. The contractor planned to begin the work on September 23 and requested 30 days to complete it because they had other projects and so they could make sure the cleanup was done properly.

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN PLUMB TO APPROVE A SMALL CONSTRUCTION SERVICES AGREEMENT WITH MBE-DBE EXCAVATING & GRADING, LLC FOR THE DEMOLITION OF THE HOUSE LOCATED AT 202 EAST STREET IN THE AMOUNT OF \$10,860. ALL AYES; MOTION PASSED 8-0.

C. Approve the second reading of an ordinance to determine and declare the necessity of acquiring certain permanent right-of-way and temporary easements for public improvements associated with the Route 9 improvements, including condemnation proceedings

Acting President Sportsman stated that the first reading was held on September 3. No additional information was provided.

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN PLUMB TO APPROVE BILL NO. 3059, AN ORDINANCE DETERMINING AND DECLARING THE NECESSITY OF ACQUIRING FOR PUBLIC USE CERTAIN PERMANENT RIGHT-OF-WAY, TEMPORARY CONSTRUCTION, UTILITY, DRAINAGE AND OTHER EASEMENTS IN REAL PROPERTY FOR PUBLIC IMPROVEMENTS ASSOCIATED WITH IMPROVING OF MISSOURI ROUTE 9; AUTHORIZING THE CITY ADMINISTRATOR AND HIS DESIGNEES TO NEGOTIATE FOR THE PURPOSE OF ACQUIRING THE NECESSARY INTERESTS IN REAL PROPERTY; AND AUTHORIZING THE CITY ATTORNEY AND HIS DESIGNEES TO INSTITUTE CONDEMNATION PROCEEDINGS IF SUCH INTERESTS IN REAL PROPERTY CANNOT BE ACQUIRED BY PURCHASE THROUGH GOOD FAITH NEGOTIATIONS, ON SECOND READING TO BECOME ORDINANCE NO. 3011. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WHITLEY, WASSMER, WELCH, RITTMAN, LOCK AND SPORTSMAN. MOTION PASSED 8-0.

D. Approve a construction agreement with Game Day Athletics to restore Grigsby Field

Public Works Director Alysen Abel said that flooding in March and June caused damage to Grigsby Field. Prior to the flooding, Engaged Holdings put money into improvements and the goal was to get the field back to the same condition it was before the floods. Skinning the infield would be the main focus for better long-term maintenance and more flexibility for different levels of play. Abel added that the Federal Emergency Management Agency would reimburse the City 75 percent for approved expenses and there was money in other areas of the budget to pay the City's portion.

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN PLUMB TO APPROVE A CONSTRUCTION AGREEMENT WITH GAME DAY ATHLETICS FOR THE RESTORATION OF GRIGSBY FIELD IN THE AMOUNT OF \$18,675. ALL AYES; MOTION PASSED 8-0.

E. Approve Change Order No. 1 with Wiedenmann, Inc for the 2019 Sanitary Sewer Repairs program

Public Works Director Alysen Abel stated that the change order was to install one new manhole downtown on the west side of Main Street. There were savings from the original contract to cover most of the cost and the balance would be covered in the Sewer Fund.

IT WAS MOVED BY ALDERMAN RITTMAN AND SECONDED BY ALDERMAN PLUMB TO APPROVE CHANGE ORDER NO. 1 WITH WIEDENMANN, INC. FOR THE 2019 SANITARY SEWER REPAIRS PROGRAM IN THE AMOUNT OF \$16,000. ALL AYES; MOTION PASSED 8-0.

5. STAFF UPDATES ON ACTIVITIES

A. Community Development

1. Downtown Parkville Property and Business Owners Meeting

Community Development Director Stephen Lachky stated that staff, along with aldermen Plumb, Wassmer and Welch, held a meeting on September 12 with downtown property and business owners to provide a refresher of the Vision Downtown Parkville plan and to discuss issues not included in the plan. The outcome was for the City to complete some quick-win solutions, such as the addition of wayfinding signs. Other recommendations were blending the railroad utility boxes with the area and additional parking.

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

MINUTES OF THE BOARD OF ALDERMEN REGULAR MEETING OF SEPTEMBER 17, 2019

Page 4 of 4

Alderman Sportsman said that Ghost Stories Night would be held on October 26 and they were seeking volunteers for the event.

Alderman Welch said that the Platte County Community Center South Poverty Summit was scheduled for October 4.

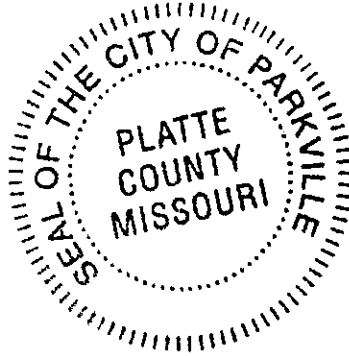
7. ADJOURN

Acting President Sportsman declared the meeting adjourned at 8:13 p.m.

The minutes for Tuesday, September 17, 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 first day of October 2019.

Submitted by:


City Clerk Melissa McChesney



Board of Alderman

2019-20
Strategic Planning Workshop



The slide features a white background with a dark teal triangle in the bottom right corner. The text is centered in the white area. The logo for Parkville, Missouri, is located in the teal triangle, featuring the word "Parkville" in a green script font with blue wavy lines underneath, and "Missouri" in a smaller font below it.

Components of Strategic Plan

Vision Statement

Parkville will offer an exceptional quality of life for residents and visitors by embracing opportunities to enhance commerce and economic activity, while preserving the community's historic charm, attractive character, and unique natural environments.



The slide has a white background with a dark teal header and footer. The header contains the text "Components of Strategic Plan". The main content is centered and includes a "Vision Statement" section. The logo for Parkville, Missouri, is located in the bottom right corner of the teal footer, featuring the word "Parkville" in a green script font with blue wavy lines underneath, and "Missouri" in a smaller font below it.

Components of Strategic Plan

Critical Success Factors

Categories:
Basic Services
Infrastructure
Economic Development
Parks
Finances



Components of Strategic Plan

Goals and Strategies

The Board identified Goals related to:

- Economic Development
- Financial Stability
- Infrastructure and Public Facilities
- Parks and Recreation
- Service-Delivery and Communications



Components of Strategic Plan


Report Format Example of Goals and Strategies

GOAL AREA 3: INFRASTRUCTURE AND PUBLIC FACILITIES

STRATEGY A: Improve connectivity and safety with transportation improvements.

STRATEGY B: Improve condition and life of infrastructure.






STRATEGY C: Provide quality public facilities located to best serve community.





Strategic Plan 2020-2021

Vision Statement

Parkville will offer an exceptional quality of life for residents and visitors by embracing opportunities to enhance commerce and economic activity, while preserving the community's historic charm, attractive character, and unique natural environments.

<p style="text-align: center;">SERVICE DELIVERY & COMMUNICATIONS</p> <p>CRITICAL SUCCESS FACTOR: Parkville will be a role model for delivery of City services and stakeholder engagement with customer service and communications that consistently exceed expectations.</p> <p>INDICATORS:</p> <ul style="list-style-type: none"> • Maintain high citizen satisfaction • Citizen Service Request System volume and turnaround • Feedback from Town Hall Meetings • Community Awards <p>STRATEGIES:</p> <ul style="list-style-type: none"> • Communicate more effectively with community stakeholders. • Fully utilize available technology for City operations and security with the tech support needed for improved staff efficiency and effectiveness. • Attract and retain a high performing staff. 	<p style="text-align: center;">FINANCIAL STABILITY</p> <p>CRITICAL SUCCESS FACTOR: Stable finances give us a road map for future priorities while guiding staff's allocation of time and resources. Although a finite resource, it emphasizes the need for quality economic development, serves as a positioning tool for strategic partnerships, and allows us to make decisions based on long-term cost efficiencies versus short-term responses.</p> <p>INDICATORS:</p> <ul style="list-style-type: none"> • Obtain GFOA Budget Award • Achieve targeted fund balance • Maintain AA Credit Rating • Maintain debt ratio target <p>STRATEGIES:</p> <ul style="list-style-type: none"> • Ask voters to approve a Use Tax. • Establish development fees where growth pays for growth. • Use special district tools to fund needs for specific business areas, neighborhoods, or developments in the community. • Leverage outside resources. • Explore whether to put General Obligation Bond on ballot for 2024, or sooner, or lower taxes. • As part of annual budget and capital improvement plan process, explore options to use savings from the MD Debt relief, as well as new revenue from the Creekside land development project. 
<p style="text-align: center;">ECONOMIC DEVELOPMENT</p> <p>CRITICAL SUCCESS FACTOR: Parkville employs an economic development strategy that supports community and market needs, provides diverse quality development opportunities, makes strategic use of incentives, and encompasses all areas of the community.</p> <p>INDICATORS:</p> <ul style="list-style-type: none"> • Change in tax revenue • Commercial space Vacancy Rate • Population growth • Jobs created • Jobs retained • Provide a broader range of housing types and price points • Redevelopment progress of underutilized properties in Downtown Parkville <p>STRATEGIES:</p> <ul style="list-style-type: none"> • Develop annexation strategy and City service areas. • Promote downtown redevelopment and vibrancy. • Promote economic development. 	<p style="text-align: center;">PARKS & RECREATION</p> <p>CRITICAL SUCCESS FACTOR: Our quality park facilities that provide residents and visitors an outdoor destination. All neighborhoods will be connected by trail to each other, the City, and regional park systems.</p> <p>INDICATORS:</p> <ul style="list-style-type: none"> • Trail system miles per 1,000 in population • Parks and Recreation Areas per 1,000 in population • Resident access to trail system • Attendance per community event • Visitors attracted to parks and nature sanctuaries <p>STRATEGY:</p> <ul style="list-style-type: none"> • Invest Parks Sales Tax revenue wisely to enhance the community. 
<p style="text-align: center;">INFRASTRUCTURE & PUBLIC FACILITIES</p> <p>CRITICAL SUCCESS FACTOR: Maintain existing and construct new infrastructure/public facilities that support growth, safety, standards, service-delivery, and aesthetics, using cost efficient and best management practices while thinking strategically.</p> <p>INDICATORS:</p> <ul style="list-style-type: none"> • Traffic Safety • Value of unfunded CIP Projects • Pavement Condition Index • Value of active CIP Projects <p>STRATEGIES:</p> <ul style="list-style-type: none"> • Improve connectivity and safety with transportation improvements. • Improve condition and life of infrastructure. • Provide quality public facilities located to best serve community. 	



Components of Strategic Plan

Action Items Assigned to Each Goal

GOAL AREA 3: INFRASTRUCTURE AND PUBLIC FACILITIES

STRATEGY A: Improve connectivity and safety with transportation improvements.

ACTION ITEM	ASSIGNMENT	DUE DATE
Master Plan Update: Update transportation master plan specifically looking at east-west travel and impacts of new development on the transportation network	Community Development	Year-end
Develop a policy for considering traffic calming devices in neighborhoods	Public Works	Short-term
Develop an enhanced beautification program for major thoroughfares	Public Works	Mid-year
Initiate Brush Creek Trail Project in association with Platte County and the Creekside Development	Community Development/Administration	Year-end
Complete Parkville to Riverside connection	Public Works/Administration	Mid-year
Implement safety measures for pedestrians during mill and overlay program on high priority streets	Public Works	Mid-year
Plan for upgrade to Bell Road – link development opportunities with street improvements; pursue pedestrian connectivity on an interim basis	Public Works/Community Development	Long-term
Complete Route 9 Phase I and II Segment <ul style="list-style-type: none"> • Complete acquisition of easements and right of way • Complete financing for second segment • Bid and construct improvements to Lakeview 	Public Works	Short-term
Explore Sixth Street Improvement with Board of Alderman	Public Works/Community Development	Mid-year
Explore grant opportunities for next segment of Route 9 Improvements. Initiate preliminary engineering for next segment.	Public Works/Community Development	Year-end



Full report may be accessed at:
www.parkvillemo.gov

