

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, December 3, 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	- 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 November 19, 2019, regular meeting
- B. Approve the minutes for the November 19, 2019, work session
- C. Receive and file the October sewer report
- D. Approve accounts payable from November 25 to November 26, 2019

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

4. ACTION AGENDA

A. Approve the first reading of an ordinance to adopt the 2020 Operating Budget and 2020-2025 Capital Improvement Program

City Administrator Joe Parente provided an overview of the 2020 budget process; presentation attached as Exhibit A. He said that four work sessions were held to review the proposed budget. Highlights included a \$17.56 million budget, there would not be a transfer out of the Emergency Fund for debt relief related to financing capital improvements and there would be a one-time payment for the Route 9 financing approved in 2017. Parente also provided an overview of the 2020 Capital Improvement Program, noting that projects for the parks would be funded by parks sales tax revenues.

Mayor Johnston noted that the Sewer Fund was self-funded by customers of the sewer system and was only used for sewer-related expenses. In regards to the Creekside development, she said that the City was out from underneath the annual neighborhood improvement district payment and she anticipated an increase in sales taxes when the development was completed.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3066, AN ORDINANCE **ADOPTING THE 2020 OPERATING BUDGET AND THE 2020-2025 CAPITAL IMPROVEMENT PROGRAM**, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 17, 2019. ALL AYES; MOTION PASSED 8-0.

B. Approve the first reading of an ordinance to classify all employee positions and establish compensation for such classifications for fiscal year 2020

Finance/Human Resources Director Matthew Chapman stated that a compensation study was completed in 2017 and half was funded in 2018 and the other half was funded in 2019. The proposed budget included a 2.5 percent merit increase for employees who received a satisfactory review. He added that the salary ranges increased by the same percentage.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3067, AN ORDINANCE **APPROVING THE CLASSIFICATION OF EMPLOYEE POSITIONS AND ESTABLISHING COMPENSATION RANGES FOR FISCAL YEAR 2020**, ON FIRST READING AND POSTPONE SECOND READING TO DECEMBER 17, 2019. ALL AYES; MOTION PASSED 8-0.

C. Approve the first reading of an ordinance to approve an agreement with the Missouri Highways and Transportation Commission to install and maintain Purple Heart City signs

City Clerk Melissa McChesney said that the City proclaimed Parkville a Purple Heart City in August and the Missouri Department of Transportation required an agreement for signs posted on state highways. The signs were proposed at two locations on Highway 45 and one location on Highway 9 next to the existing city limit signs.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3068, AN ORDINANCE **APPROVING AN AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION TO INSTALL AND MAINTAIN PURPLE HEART CITY SIGNS NEXT TO EXISTING CITY LIMIT SIGNS ON WESTBOUND HIGHWAY 45 EAST OF KLAMM ROAD, EASTBOUND HIGHWAY 45 WEST OF BELL ROAD AND WESTBOUND ROUTE 9 NEAR RIVERCHASE**, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 17, 2019. ALL AYES; MOTION PASSED 8-0.

D. Approve the first reading of an ordinance to approve an agreement with the Missouri Highways and Transportation Commission to install and maintain Tree City USA signs

City Clerk Melissa McChesney stated that the City was named a Tree City USA for 28 years and staff was unable to find an agreement with the Missouri Department of Transportation for the signs. Two signs were located on Highway 9 and one was located on Highway 45. Staff recommended that one sign be moved from Highway 9 to Highway 45 and that they be placed on the same posts as the Purple Heart City signs.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3069, AN ORDINANCE **APPROVING AN AGREEMENT WITH THE MISSOURI HIGHWAYS AND TRANSPORTATION COMMISSION TO INSTALL AND MAINTAIN TREE CITY USA SIGNS NEXT TO EXISTING CITY LIMIT SIGNS ON WESTBOUND HIGHWAY 45 EAST OF KLAMM ROAD, EASTBOUND HIGHWAY 45 WEST OF BELL ROAD AND WESTBOUND ROUTE 9 NEAR RIVERCHASE**, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 17, 2019. ALL AYES; MOTION PASSED 8-0.

E. Approve the second reading of an ordinance to amend Parkville Municipal Code sections 300.010 and 310.050 to allow electric-assisted bicycles on trails in City parks

Mayor Johnston stated that the first reading of the ordinance was on November 19. No additional information was presented.

Discussion focused on bike services provided by private companies, similar to what was provided in Kansas City, Missouri, and creating policies and procedures to address how they would be used. Staff said that the issues would be addressed when a proposal was received.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3064, AN ORDINANCE AMENDING PARKVILLE MUNICIPAL CODE SECTIONS 300.010 AND 310.050 TO ALLOW ELECTRIC-ASSISTED BICYCLES ON TRAILS IN CITY PARKS, ON SECOND READING TO BECOME ORDINANCE NO. 3016. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WHITLEY, WASSMER, WELCH, RITTMAN, LOCK AND SPORTSMAN. MOTION PASSED 8-0.

F. Hold a public hearing and approve the first reading of an ordinance to approve the Downtown Parkville Redevelopment Plan, establish the redevelopment area as a blighted area, authorize certain tax abatements within the redevelopment area and approve the Downtown Parkville Redevelopment Plan Policy

Community Development Director Stephen Lachky said that staff met with downtown property owners who felt that Chapter 353 would be beneficial to downtown. Chapter 353 provided property tax abatements for improvements made to buildings. A work session was held on October 1 and the consensus was for staff to present a plan before the end of the year. Requirements included creating an urban redevelopment corporation, adopting a policy and establishing a redevelopment area. He noted that a blight study was prepared by Development Initiatives.

Jim Potter, Development Initiatives, provided an overview of the blight study; presentation attached as Exhibit B. He said that the core area was historic downtown and the area qualified as blighted per state statutes.

Discussion focused on clarifying applicable interior improvements, building improvements would increase the per square footage lease rates, the statute definition of blight, and that not all the buildings within the area were considered blighted but the entire area was determined as blighted.

Mayor Johnston opened the public hearing to comments. Hearing none, she closed the public hearing.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3070, AN ORDINANCE APPROVING THE DOWNTOWN PARKVILLE REDEVELOPMENT PLAN PURSUANT TO CHAPTER 353 OF THE REVISED STATUTES OF MISSOURI, ESTABLISHING THE REDEVELOPMENT AREA DESCRIBED THEREIN AS A BLIGHTED AREA, AUTHORIZING CERTAIN TAX ABATEMENTS WITHIN THE REDEVELOPMENT AREA, AND APPROVING THE DOWNTOWN PARKVILLE REDEVELOPMENT PLAN POLICY, ON FIRST READING AND POSTPONE THE SECOND READING TO DECEMBER 17, 2019. ALL AYES; MOTION PASSED 8-0.

It was noted that the pilot project for 16 Main would be approved with the plan. The redevelopment corporation would meet to discuss the project after the ordinance was adopted.

G. Approve the first reading of an ordinance to accept storm sewer public improvements and associated maintenance bonds for Townhomes at the National

Public Works Director Alysen Abel stated that the developer approached the City to add a couple of extra lots at the corner of Bell Road and Lime Stone Road, which required the relocation of storm inlets and reconfiguration of the storm sewer. The improvements were inspected and the townhomes were being constructed. Abel noted that the two-year maintenance period began the date the ordinance was adopted.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3071, AN ORDINANCE ACCEPTING THE PUBLIC STORM SEWER IMPROVEMENTS AND ASSOCIATED MAINTENANCE BONDS FOR THE TOWNHOMES AT THE NATIONAL, ON FIRST READING AND POSTPONE THE SECOND READING UNTIL DECEMBER 17, 2019. ALL AYES; MOTION PASSED 8-0.

H. Approve the first reading of an ordinance to accept street and storm sewer public improvements and associated maintenance bonds for Meadows at Creekside Phase 1

Public Works Director Alysen Abel said that construction of the first phase of single-family residential lots in the southeast corner of the intersection of Highway 45 and Interstate 435 had started. Staff reviewed the plans and inspected the improvements and the developer completed the list of items. Abel noted that the Board previously allowed developers to receive at-risk building permits prior to the second reading of an ordinance. There were a total of 57 lots in Phase 1 and staff recommended issuing 34 at-risk permits.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3072, AN ORDINANCE ACCEPTING THE STREET AND STORM SEWER PUBLIC IMPROVEMENTS AND ASSOCIATED MAINTENANCE BONDS FOR MEADOWS AT CREEKSIDE PHASE 1, ON FIRST READING AND POSTPONE THE SECOND READING UNTIL DECEMBER 17, 2019; AND RELEASING 34 AT-RISK BUILDING PERMITS IMMEDIATELY. ALL AYES; MOTION PASSED 8-0.

I. Approve the first reading of an ordinance to accept street and storm sewer public improvements and associated maintenance bonds for Creekside Village Phase 1

Public Works Director Alysen Abel said that the improvements were for Homer Drive, which was the main spine through the development, for future townhomes at the northwest corner of the intersection of Highway 45 and Interstate 435. Staff reviewed the plans and inspected the improvements. Abel noted that the developer finished the connection to Highway 45 and made the final storm sewer improvements. The developer requested the issuance of five at-risk building permits.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE BILL NO. 3073, AN ORDINANCE ACCEPTING THE STREET AND STORM SEWER PUBLIC IMPROVEMENTS AND ASSOCIATED MAINTENANCE BONDS FOR CREEKSIDE VILLAGE PHASE 1, ON FIRST READING AND POSTPONE THE SECOND READING UNTIL DECEMBER 17, 2019; AND AUTHORIZING STAFF TO RELEASE FIVE AT-RISK BUILDING PERMITS IMMEDIATELY. ALL AYES; MOTION PASSED 8-0.

J. Approve a construction agreement with DG Electric for electrical upgrades in English Landing Park

Public Works Director Alysen Abel stated that the park flooded in the spring and summer and caused damage to the electrical panels in the parks. The electrical components were purchased through American Electric. A construction agreement was approved with Four Star Electric, but they were unable to complete the work in the time required. Staff reached out to the next low bidder DG Electric who matched the bid provided by Four Star Electric. A city administrator approval had

been issued for \$5,000 to start the project and additional authorization was needed to complete the project.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN RITTMAN TO APPROVE A CONSTRUCTION AGREEMENT WITH DG ELECTRIC FOR ELECTRICAL UPGRADES IN ENGLISH LANDING PARK THAT WAS IMPACTED BY FLOODING IN THE AMOUNT OF \$10,000. ALL AYES; MOTION PASSED 8-0.

5. STAFF UPDATES ON ACTIVITIES

A. Administration

1. April 2020 Election Candidate Filing

City Clerk Melissa McChesney said that candidate filing for the April 7, 2020, election was from December 17, 2019, to January 21, 2020.

Police Chief Kevin Chrisman said that Shop with a Cop would be held on December 15 and the department held the Park Village senior luncheon earlier in the day.

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

Mayor Johnston said that an interview was scheduled with a potential executive director of the Parkville Economic Development Council (EDC) on December 5. Upcoming events included the Platte County Economic Development Council's annual business luncheon on December 6 where the Cathy Kline Art Gallery would be recognized; Christmas on the River on December 6; a groundbreaking ceremony for the new Park University business school on December 6; Gallery of Trees on December 12; and the Parkville EDC's annual holiday dinner on December 18.

Public Works Director Alysen Abel said that a groundbreaking ceremony for the wetlands project in Platte Landing Park was scheduled for December 11.

Alderman Plumb said that baseball tournaments at the new Creekside baseball complex were booked for summer 2020.

Alderman Sportsman complimented staff on the new holiday lights and asked if more could be added. Abel responded that Evergy had removed the brackets in the past when the poles were changed.

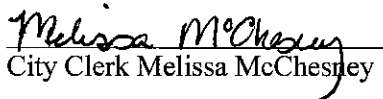
Assistant to the City Administrator Anna Mitchell said that Trek with Santa at the Parkville Nature Sanctuary would be held on December 7.

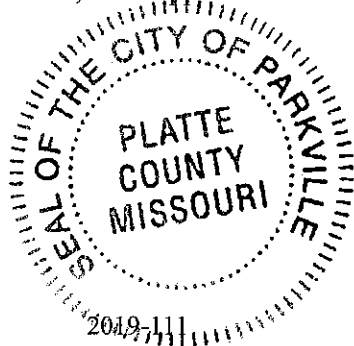
7. ADJOURN

Mayor Johnston declared the meeting adjourned at 8:53 p.m.

The minutes for Tuesday, December 3, 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 seventeenth day of December 2019.

Submitted by:


City Clerk Melissa McChesney



2020 Parkville City Budget

Recommended 2020 Budget

	Expenses	Revenues <small>(includes carryover fund balance except in debt service funds)</small>	Projected Balance
General Fund	\$6,185,830	\$7,288,818	\$1,102,988
Emergency Reserve Fund	\$ 0	\$1,324,145	\$1,324,145
Debt Service Funds	\$2,956,794	\$2,990,007	\$0
Special Revenue Funds	\$6,694,925	\$7,748,659	\$1,053,734
Sewer Enterprise Fund	\$1,723,401	\$2,553,549	\$830,148
TOTAL	\$17,560,950	\$22,311,564	\$4,717,401

2020 Capital Improvement Plan Highlights

- General Fund CIP is \$592,451
 - Building maintenance and IT improvements, including Board Room Upgrades
 - Communication Upgrades for the Police Department
 - Master Plan Update
- Parks CIP is \$434,000
 - Neighborhood Park Improvements
 - Baseball/Softball Fields
 - Pickleball Courts
 - Dog Park Shade Structure

2020 Capital Improvement Plan Highlights

- Transportation Fund CIP is \$5,018,156
 - Annual street, sidewalk, and curb improvement program
 - Route 9 Corridor Improvements
 - Highway 45 to Lakeview;
 - Sixth Street Segment
- Sewer Fund CIP is \$690,000
 - Phase 5 Sewer Improvements
 - English Landing Park Force Main

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Transportation Fund

Annual Street Maintenance Program

	Asphalt Overlay	Curbs and Sidewalk	Crack Seal	Pavement Marking	Total Street Maintenance
	\$285,000	\$50,000	\$10,000	\$10,000	\$355,000
2020	1.6 Miles	1,500 LF	varies	varies	

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Capital Project Fund

Highway 9 Corridor – Highway 45 to Lakeview

Fund	Revenue	Amount
Capital Project Fund	Phase I Financing (Includes MARC Grant)	\$1,279,112
Capital Project Fund	MODOT Cost Share Funds	\$1,734,500
Capital Project Fund	Phase II Financing	\$1,383,283
	Total:	\$4,396,895
Fund	Expenditure	Amount
Capital Project Fund	Construction and Engineering (2020 Budget)	\$3,453,000
	Project Costs through 2019	\$943,895
	Total:	\$4,396,895

7		
Capital Project Fund		
Highway 9 Corridor – 6th Street Project		
Fund	Revenue	Amount
Capital Project Fund	Chapter 100 Proceeds from Six and Park Project	\$200,000
General Fund Transfer	City portion of Cost Share	\$200,000
Capital Project Fund	Six and Park portion of project	\$100,000
Capital Project Fund	State Cost Share Grant	\$400,000
	Total:	\$900,000
Fund	Expenditure	Amount
Capital Project Fund	Construction	\$800,000
Capital Project Fund	Engineering	\$100,000
	Total:	\$900,000

- ## Sewer Fund
- Sewer Budget – \$1,723,401
 - \$571,539 Operating Expenses
 - \$690,000 Capital Expenses
 - \$181,862 Debt Payments for Sewer System Upgrade
 - \$280,000 Sewer transfer for Sewer Administration
Costs borne by the General Fund
 - 2020 Rate Increase

Proposed Sewer CIP

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>
Equipment & Machinery	\$0	\$48,000	\$28,000	\$13,000	-	
Sewer Plant Improvements	\$37,500	\$265,000	\$14,000	\$25,000	\$75,000	1,350,000
Pump Station Improvements	-	-	\$4,800	-	-	
Line Maintenance	\$652,500	\$260,300	\$286,500	\$262,700	\$364,000	700,000
Other	-	-	-	-	-	
TOTAL	\$690,000	\$573,300	\$333,300	\$300,700	\$439,000	\$2,050,000

2020 Parkville City Budget

Questions?

Downtown Parkville Redevelopment Plan

December 2019

Area Boundaries



Planning Area – Proactive Plan

Planning Area Size: 1,956,796 sf or 44.91 acres.
67.26% (30 acres) vacant or parkland.

Planning Area Parcels: 91 property parcels.

Planning Area Owners: 63 property owners.

Existing Zoning: OTD, PLCD

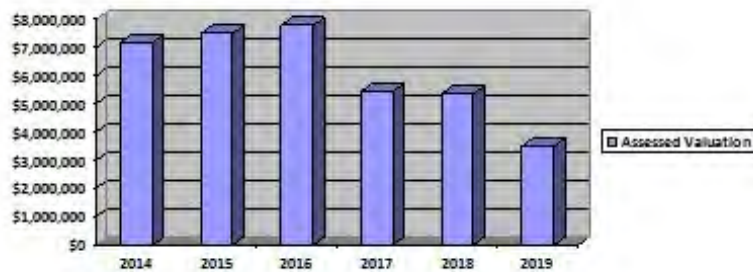
Intent

Intent of this Redevelopment Area is to promote investment among current and future land owners and users. Increased investment should be utilized to stabilize historic structures within the area, as well as promote new appropriate infill development and investment.

Added investment is anticipated to increase local tax base which in turn increases funding for public infrastructure improvements and flood mitigation activities.

Assessed Valuation

- **Parcels within the Redevelopment Area have experienced a 105% decrease in appraised value since 2014.**
 - 2014 = \$7,191,038
 - 2019 = \$3,505,897



Planning Area – Flood Issues

- 90% of the Redevelopment Area is located within designated flood areas.
- Historical flood events: 1903, 1951, 1993, 2011, 2019.
- Flood events becoming more frequent.
- Private property impacts difficult to quantify.
- Public improvement impact estimated at \$416,667 per flood event.



Qualifications Analysis

"Blighted area", that portion of the city within which the legislative authority of such city determines that by reason of age, obsolescence, inadequate or outmoded design or physical deterioration have become economic and social liabilities, and that such conditions are conducive to ill health, transmission of disease, crime or inability to pay reasonable taxes;

– RSMo Section 353.020 (2)

Definition

This analysis is effectively a three part test. For the first part of the test, analysis requires a finding that the Redevelopment Area, as a whole, is occasioned by any of the following factors:

- Factor 1: Age,
- Factor 2: Obsolescence,
- Factor 3: Inadequate or Outmoded Design, or
- Factor 4: Physical Deterioration.

Definition

Secondly, one or more of the previous factors or combination of factors:

- have caused the Redevelopment Area to become an economic or social liability.

Thirdly, that one or more of the previous factors are:

- conducive to ill health, transmission of disease, crime, or the inability to pay reasonable taxes.

Summary

Factors	Present	Has become economic and social liability	conducive to ill health	transmission of disease	crime	inability to pay reasonable taxes
Age	YES	X				X
Obsolescence	YES	X				X
Inadequate or outmoded design	YES	X				X
Physical deterioration	YES	X				X

Findings

- Improvements initially constructed beginning 1875.
- Average structure age estimated at least 83 yrs.
- Lack of general maintenance (contributes to code violations).
- Physical Deterioration.
 - Electrical systems,
 - Building facades,
 - Building envelope systems,
 - Deteriorated/unsafe sidewalk, curb & gutter.
 - Deteriorated surface parking.
 - Deteriorated masonry.
 - Unmaintained structures.

Findings

- Obsolete Design Considerations.
 - ADA issues
 - Inadequate pedestrian connectivity/sidewalks ADA crossings.
 - Inadequate ingress/egress in commercial structures.
- Obsolete Infrastructure.
 - Historical street grid.
 - Incomplete or irregular public street network.
 - Rail Line.
 - 1999 derailment. Impacted private property.

Findings-Images



Findings-Images



Findings-Images



Findings-Images



Findings-Images



Summary

Factors	Present	Has become economic and social liability	conducive to ill health	transmission of disease	crime	inability to pay reasonable taxes
Age	YES	X				X
Obsolescence	YES	X				X
Inadequate or outmoded design	YES	X				X
Physical deterioration	YES	X				X

Summary

As determined in our analysis, it is our opinion that the Redevelopment Area qualifies under Section 353.020(2) of the Revised Statutes of Missouri. We have reached this opinion based on the current condition of the Redevelopment Area, existing conditions of improvements, the current condition of the building infrastructure in the area, and the potential redevelopment opportunities existing for the area.

In our opinion, as it presently exists, the Planning Area, taken as a whole, meets the statutory definition of a “blighted area” as defined by the definition in 353.020 (2) of the Revised Statutes of Missouri.