

Mayor Nanette K. Johnston opened the work session at 6:27 p.m. on February 7, 2017, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Jim Werner, Diane Driver, Dave Rittman, Robert Lock and Marc Sportsman.

The following staff was also present:

Kirk Davis, Interim City Administrator

Kevin Chrisman, Police Chief

Alysen Abel, Public Works Director

Stephen Lachky, Community Development Director

Matthew Chapman, Finance/Human Resources Director

Tim Blakeslee, Assistant to the City Administrator

Melissa McChesney, City Clerk

Chris Williams, City Attorney

1. GENERAL AGENDA

A. Development Fee Structure for Public Works-related Items

Public Works Director Alysen Abel stated that staff presented proposed changes to the development fee structure during a work session held in September 2016. Staff proposed calculating the fees based on the amount of infrastructure to be constructed instead of based on the square footage of the lot. When new development was proposed, staff reviewed plans and performed construction inspections on the streets, curbs, sidewalks, storm sewers and in most cases sanitary sewers. The new fee structure would give a more accurate reading of what was being reviewed and constructed and an accurate measure of time staff spent on plan reviews and inspections. Abel noted that the change would also benefit developers because they would be charged for the infrastructure being built.

Staff originally recommended a fee of three percent of the construction of the infrastructure costs, which would be reviewed every two to three years to ensure the fees were adequately covering the staff costs. Abel stated that during the work session the Board expressed its interest in starting at a higher rate instead of implementing staggered increases. The recommended increase was five percent but staff felt that three percent would cover the staff time for its work.

In addition to plan review and construction inspection fees, staff recommended charging an additional one percent for construction materials testing to cover the City's cost to hire its own firm so City staff would have oversight of the testing. Abel said that staff spent a considerable amount of time for plan reviews and construction inspections, including project management and coordination. In addition to the total development fee charge of four percent, staff also recommended implementing a minimum \$50 fee for public improvement permits.

During the work session in September the Board discussed the logistics of the fees and development-related items. Abel said that staff would work with the city attorney to draft a maintenance agreement and could also set up an expedited plan review option to be passed through to the developers to accelerate an application. Documentation would be created to outline the expedited review arrangements which would be separate from the fee structure.

Abel also noted that staff recommended developers pay 25 percent before submitting a plan, 25 percent prior to issuance of the permit and the remaining 50 percent to be paid after the infrastructure was built. The start date of implementing the new fees would be April 1 and existing projects would continue under the old fee structure.

Abel said that during the sewer rate hearing held in January staff proposed increasing the sewer connection fees by \$500 to help offset emergency expenditures, which could also help reduce the

need for future sewer rate increases. The additional fee would result in approximately \$11,000 for the Sewer Fund in 2017.

Abel stated that staff met with developers and led the discussions with two goals in mind: the new fees would not be a revenue generator for the City and would only cover staff time for project plan review, management and construction inspections; and the new fees would provide direct costs for the developers.

Staff would present its recommendation to the Board of Aldermen at a future meeting for revised development fees of four percent, which included one percent for construction materials testing, a minimum of \$50 for public improvement permits and a \$500 increase for sewer connection fees.

David Barth, Barth Real Estate Development, stated that he appreciated staff meeting with developers to review the changes and said his main concern was with the third-party construction materials testing. He recommended that the City develop an approved list of testing companies and include a clause about adding review from a third party when disagreements arose between the contractor and the City.

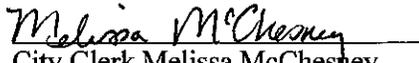
B. Smoke Free Park Areas

Assistant to the City Administrator Tim Blakeslee said that the Community Land and Recreation Board (CLARB) was approached by a community member in October 2016 about prohibiting smoking in certain areas in the park. Staff researched other communities, including Platte County, Lee's Summit, Independence and Kansas City, Missouri. CLARB recommended restricting smoking in specific areas where children and families congregate, but not during events. They felt it was important to have the same rules as other Platte County parks.

The work session ended at 6:58 p.m.

The work session minutes for February 7, 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 twenty-first day of February 2017.

Submitted by:


City Clerk Melissa McChesney

