



**CITY OF GRAIN VALLEY**  
**BOARD OF ALDERMEN MEETING MINUTES**  
 Regular Session

**05/10/2021**  
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**ITEM I: CALL TO ORDER**

- The Board of Aldermen of the City of Grain Valley, Missouri, met in Regular Session on May 10, 2021 at 7:00 p.m. in the Board Chambers located at Grain Valley City Hall
- The meeting was called to order by Mayor Johnston

**ITEM II: ROLL CALL**

- Deputy City Clerk Khalilah Holland called roll
- *Present: Bass, Cleaver, Headley, Knox, Mills, Stratton*
- *Absent:*

**-QUORUM PRESENT-**

**ITEM III: PLEDGE OF ALLEGIANCE**

- The Pledge of Allegiance was led by Alderman Headley

**ITEM IV: APPROVAL OF AGENDA**

- No Changes

**ITEM V: PROCLAMATIONS**

- None

**ITEM VI: CITIZEN PARTICIPATION**

- Nancy Totton, 309 Front St. thanked the Mayor and Board of Aldermen for the flowers and the plaque in recognition of her service as an Alderman

**ITEM VII: CONSENT AGENDA**

- April 26, 2021 – Board of Aldermen Regular Meeting Minutes
- May 10, 2021 – Accounts Payable
- *Alderman Headley made a Motion to Accept the Consent Agenda*
- *The Motion was Seconded by Alderman Knox*
  - *None*
- *Motion to Approve the Consent Agenda was voted on with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Mills, Stratton*
  - *Nay: None*
  - *Abstain: None*

**-MOTION APPROVED: 6-0-**

**ITEM VIII: PREVIOUS BUSINESS**

- None

**ELECTED OFFICIALS PRESENT**

Mayor Chuck Johnston  
 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ken Murphy  
 Deputy City Administrator Theresa Osenbaugh  
 Chief James Beale  
 Finance Director Steven Craig  
 Parks and Recreation Director Shannon Davies  
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 City Attorney Joe Lauber



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**ITEM IX: NEW BUSINESS**

- Mayor Pro-Tem and Board Liaison Assignments
  - Planning & Zoning liaison – Alderman Headley
  - Park Board liaison – Alderman Stratton
  - School District liaison – Alderman Cleaver
  - Police Advisory Board – Alderman Bass
  - Alderman Headley nominated Shea Bass to be the Mayor Pro-Tem
  - Alderman Cleaver seconded the motion
- *Alderman Headley made a Motion to Appoint Shea Bass as Mayor Pro-Tem*
- *The Motion was Seconded by Alderman Knox*
- *Motion to Appoint Shea Bass as Mayor Pro-Tem was voted on with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Mills, Stratton*
  - *Nay: None*
  - *Abstain: None*

**ITEM X: PRESENTATIONS**

- Deputy City Administrator Theresa Osenbaugh delivered a presentation to the Mayor and Board of Aldermen on Place Branding. Ms. Osenbaugh explained creating a brand identity was a strategic goal approved by the Mayor and Board of Aldermen in the fall of 2020. Ms. Osenbaugh defined what place branding is and showed a video on place branding. Ms. Osenbaugh emphasized a brand is not a logo, tagline or a marketing campaign. Ms. Osenbaugh explained a brand should bring out the City’s uniqueness, does not replicate how other surrounding communities are identified and differentiates the city as more than a great place to live, work and play. Brand identification answers the questions; who Grain Valley is and what we have that no one else does. As the City creates a brand identity, the City will redefine and strengthen how Grain Valley can stand apart from other communities; foster a more accurate, contemporary and positive image; generate improved results for tourism, economic development and residential growth; and stimulate community pride and a renewed sense of purpose. Ms. Osenbaugh summarized the tangible and intangible benefits of tourism & business, prospective visitors and sense of community. Ms. Osenbaugh described a brand is a strategy and if the City does not invest in it proactively by managing the City’s image the City will leave it to be defined by others. Ms. Osenbaugh posed the question to the Mayor and Board of Aldermen what does the City want to be known for; how can the City stand out from other communities and be more competitive; and what thoughts and feelings does the City want to come to mind when people are exposed to our name. Ms. Osenbaugh indicated now is the time for a brand strategy to address an outdated or inaccurate image; clarify what the City stands for and what differentiates it; to gain agreement on the City’s positioning, brand platform or messages; foster unity and consistency; and nurture the

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 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

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synergy between the City and its partners. Ms. Osenbaugh stated brand identity success is achieved by a systematic and research-based approach through objectivity, measurable quantitative and qualitative results, how well outsiders are engaged and cultivates active stakeholder engagement. Ms. Osenbaugh stated Alderman Bass has agreed to participate on the brand identity committee. Ms. Osenbaugh stated an RFP will be issued on Thursday, May 13, 2021. The RFP responses will be reviewed in June and a resolution to pursue brand identification is scheduled to be presented to the Board of Aldermen in July. There were no questions or comments following Ms. Osenbaugh’s presentation.

**ITEM XI: PUBLIC HEARING**

*-Mayor Johnston Opened the Public Hearing for Zoning Change Request Creekside Villas  
 - at 7:22 p.m.-*

- Community Development Director, Mark Trosen delivered the staff report to the Board of Aldermen regarding Jeff Handy’s request to change the zoning on approximately 3.15 acres from District C-1 (Central Business District) to R-3p (Multi-Family Residential District – Planned Overlay District). The development site is generally located west of Sni-A-Bar Parkway on the north side of Sni-A-Bar Blvd. The property is currently zoned District C-1 and is platted into 8 lots as Creekside Landing – 1st plat. The preferred land use map in the City’s Comprehensive Plan illustrates this area as multi-family. The proposed change in zoning and development plan is consistent with the Comprehensive Plan. Mr. Handy has filed an application for a change of zoning and a preliminary development plan for 26 multi-family units to be known as Creekside Villas. Mr. Handy states the target occupant will be 55 or older. Mr. Handy states that Creekside Villas will be a maintenance provided community. Mr. Trosen stated a planned overlay district shall be for the purpose of permitting and regulating the zoning districts in the zoning regulations such as District R-3 (multi-family residential) but provide latitude and flexibility in location of buildings, structures, open spaces, parking, roads, drives, and variations in setbacks and yard requirements. After reviewing the preliminary development plan for Creekside Villas, staff provided comments to Mr. Handy and the Planning & Zoning Commission. Mr. Handy addressed staff comments and the Planning & Zoning Commission recommended approval of a reduced setback from 30 feet to a 25-foot front yard setback. Mr. Handy has submitted a revised drawing with the street labeled NW Sni-A-Bar Blvd. Mr. Handy submitted a revised drawing with a minimum of 3 spaces designated and signed ADA accessible. Mr. Trosen stated the plan allows for 20 additional parking spaces above the required 2 spaces per unit. There are 26 units. The parking lot next to the R-2 district has been revised to show a 10-foot setback from property line on the revised drawing. The revised drawing shows a 6-foot privacy fence and plantings for a screen per the ordinance. The preliminary stormwater layout was

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 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

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added to the revised drawing. The revised drawing illustrates the landscaping (trees and shrubs) have been moved out of water utility easement. Individual water meters are planned for the project. Mr. Trosen stated staff recommends approval of the rezoning and preliminary development plan for the Creekside Villas. The Planning and Zoning Commission held a public hearing on April 14, 2021. The Commission voted 5 to 0 to recommend approval on the rezoning and the preliminary development plan for Creekside Villas with staff comments, acceptance of the 25-foot building line setback and add a deed restriction of a 55 and older community.

- Aldermen Cleaver asked if the deed restriction has a timeframe and what type of fence will be installed; Mr. Trosen stated the deed restriction will be in perpetuities; Mr. Handy stated the proposed fence will be either be vinyl or a private wood fence
- Mayor Johnston asked Mr. Handy if there’s a contingency if a 55 or older occupant dies can the occupants younger relatives take over the deed; Mr. Handy stated relatives cannot live in a unit after the 55 or older occupant is deceased
- Alderman Stratton asked if the units be purchased or rented and if the children or grandchildren of the 55 or older occupant are allowed to live in the unit; Mr. Handy stated the units are leased and only 18 or older children or grandchildren are allowed to live in the unit of a 55 or older leased occupant

*-Mayor Johnston opened the floor to citizens for comment at 7:33 pm-*

- No public comments

*-Mayor Johnston Closed the Public Hearing for a **Zoning Change Request Creekside Villas**  
 - at 7:34 p.m.-*

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*-Mayor Johnston Opened the Public Hearing for **Request to Amend the City’s Comprehensive Plan Future Land Use Map**- at 7:34 p.m.-*

- Community Development Director, Mark Trosen delivered the staff report to the Board of Aldermen regarding Jeff Handy’s request to amend the future land use map titled “Preferred Land Use Plan” that is in the City’s Comprehensive Plan. The Preferred Land Use Plan illustrates the approximate 5.5 acres referenced in the application as Open Space/Recreation. The proposed future land use map amendment illustrates this area to be multi-family. The applicant has also filed an application to change the zoning to R-3p (Multi-family Residential District – Planned Overlay District). The proposed development will consist of 35 multi-family residential units. Mr. Trosen stated staff finds the following in the analysis of the request:

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 Mayor Chuck Johnston  
 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**  
 City Administrator Ken Murphy  
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- The future land use map illustrates the area north of the map amendment area to be multi-family and the property has developed into duplex units.
- In a conversation with the Parks & Recreation Director Shannon Davies, the Parks Board has no plans to develop a park or any other recreational amenity in this area. The City deeded property around the creek in this area to Habitat-Missouri LLC to be maintained as a wetland conservation area in exchange for a trail along Blue Branch between Buckner Tarsney Road and Eagles Parkway.
- The proposed land use map amendment is consistent with public policy for the locations of the proposed land uses.
- The public services and utilities are available on-site and are adequate to serve the proposed land use in the map amendment.

Mr. Trosen stated staff recommends approval to amend the Preferred Land Use Map in the City’s Comprehensive Plan. The Planning and Zoning Commission held a public hearing on Wednesday, April 14, 2021. The Commission unanimously voted to recommend approval to the Board of Aldermen.

- Alderman Cleaver sought clarification that the development is going on the other side of Sni-A-Bar Blvd, asked if the proposed development will be deeded as 55 or older and asked what is the proposed parking; Mr. Trosen confirmed the change to the preferred land use map is for the south side of Sni-A-Bar Blvd, the planned development will be regulated through a lease agreement of 55 or older and there will be off street parking with no on street parking with the more than required off street parking planned
- Alderman Knox asked if the units will have a sprinkler system; Mr. Trosen stated staff has not reached the building code requirements for the project yet

*-Mayor Johnston opened the floor to citizens for comment at 7:39 pm-*

- No public comments

*-Mayor Johnston Closed the Public Hearing for a **Request to Amend the City’s Comprehensive Plan Future Land Use Map-** at 7:39 p.m.-*

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*-Mayor Johnston Opened the Public Hearing for **Zoning Change Request Creekside Commons-** at 7:39 p.m.-*

- Community Development Director, Mark Trosen delivered the staff report to the Board of Aldermen regarding Jeff Handy’s request to change of zoning on approximately 5.48 acres from District A (Agricultural District) to R-3p (Multi-Family Residential District – Planned Overlay District). The development site is generally located west of NW Sni-A-Bar Parkway on the south side of NW Sni-A-Bar Blvd. The Preferred Land Use Map in

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Mayor Chuck Johnston  
 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ken Murphy  
 Deputy City Administrator Theresa Osenbaugh  
 Chief James Beale  
 Finance Director Steven Craig  
 Parks and Recreation Director Shannon Davies  
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the City’s Comprehensive Plan illustrates this area as open space/recreation. Mr. Handy has also filed an application to amend the future land use map to designate this area as multi-family so that it would be consistent with the proposed Creekside Commons development. Mr. Trosen stated Mr. Handy has filed an application for a change of zoning and a preliminary development plan for 35 multi-family units to be known as Creekside Commons. Mr. Handy states that the target occupant will be 55 years or older and that Creekside Commons will be a maintenance provided community. Mr. Trosen stated a planned overlay district shall be for the purpose of permitting and regulating the zoning districts in the zoning regulations such as District R-3 (multi-family residential) but provide latitude and flexibility in location of buildings, structures, open spaces, parking, roads, drives, and variations in setbacks and yard requirements. After reviewing the preliminary development plan for Creekside Villas, staff provided comments to Mr. Handy and the Planning & Zoning Commission. Mr. Handy addressed staff comments and the Planning & Zoning Commission recommended approval of the 25-foot building line setback as shown on the preliminary development plan. Mr. Handy submitted a revised preliminary development plan to show the entire parcel described in the legal description for the change of zoning. Mr. Handy has submitted a revised drawing with the street labeled NW Sni-A-Bar Blvd. Mr. Handy added a table to the revised preliminary development plan showing the calculations for the floor area ratio for open space. Mr. Trosen stated the Planning and Zoning Commission approved the setback for Building 13 as shown on the Preliminary Development Plan. Mr. Trosen stated four ADA designated parking spaces have been added to revised Preliminary Development Plan. Mr. Trosen stated plan allows for 14 additional parking spaces above the required 2 spaces per unit. There are 35 units. Mr. Trosen stated a 6-foot privacy fence is now shown and plantings for a screen have been added to the Preliminary Development Plan. Mr. Trosen stated the sidewalk shown along Sni-A-Bar Blvd will be extended east along Sni-A-Bar Blvd, and south along Sni-A-Bar Parkway. Mr. Trosen stated the Preliminary Development Plan has been revised to show the preliminary sanitary and stormwater layout. Mr. Trosen stated the drawings have been revised to move landscaping out of the utility easements. Mr. Trosen stated Mr. Handy has confirmed individual water meters are planned for the project. Mr. Trosen stated staff recommends approval of the rezoning and preliminary development plan for the Creekside Commons. The Planning and Zoning Commission held a public hearing on Wednesday, April 14, 2021. The Commission unanimously voted to recommend approval with staff recommendations, acceptance of the 25-foot building line setback, acceptance of the rear yard setback for building 13 and add a restriction of a 55 and older community.

- Alderman Stratton asked who is responsible for addressing parking complaints; Mr. Trosen stated Mr. Handy as the landlord would receive those complaints
- Mayor Johnston asked if the sidewalk on the eastside will go to the creek; Mr. Trosen stated the sidewalk will be close to the creek; however, there’s a parcel between the

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 Mayor Chuck Johnston  
 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**  
 City Administrator Ken Murphy  
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 Finance Director Steven Craig  
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 Deputy City Clerk Khalilah Holland  
 City Attorney Joe Lauber



proposed development and the creek that is undeveloped but as additional property develops sidewalks would be added

*-Mayor Johnston opened the floor to citizens for comment at 7:47 pm-*

- Nancy Totton, 309 Front street asked who maintains the sidewalk if there's a crack in the sidewalk; Mr. Trosen stated the property owner is responsible by ordinance for keeping the sidewalk cleared; City Administrator Ken Murphy stated sidewalks are located in the right-of-way and are maintained by the City

*-Mayor Johnston Closed the Public Hearing for a Zoning Change Request Creekside Commons- at 7:48 p.m.-*

**ITEM XII: RESOLUTIONS**

**Resolution No. R21-31:** A Resolution by the Board of Aldermen of the City of Grain Valley, Missouri Authorizing the City Administrator to Lease a Skid Steer for the Public Works Division to Complete Routine Tasks and Projects

- *Alderman Knox moved to approve Resolution No. R21-31*
- *The Motion was Seconded by Alderman Headley*
  - City Administrator Ken Murphy stated the skid steer lease is a budgeted item; the City has been leasing the skid steer equipment since 2011; this resolution is the authorization of year two of original three year lease agreement
- *Resolution No. R21-31 was voted upon with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Mills, Stratton*
  - *Nay: None*
  - *Abstain: None*

**-Resolution No. R21-31 Approved: 6-0-**

**ITEM XIII: ORDINANCES**

**Bill No. B21-11:** An Ordinance Changing the Zoning on Approximately 3.15 Acres From District C-1 (Central Business District) to R-3P (Multi-Family Residential District – Planned Overlay District) and Approval of Preliminary Development Plan for Creekside Villas

**Bill No. B21-11** was read by Deputy City Clerk Khalilah Holland for the first reading by title only

- *Alderman Stratton moved to accept the first reading of Bill No. B21-11 bringing it back*

**ELECTED OFFICIALS PRESENT**  
 Mayor Chuck Johnston  
 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**  
 City Administrator Ken Murphy  
 Deputy City Administrator Theresa Osenbaugh  
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*for a second reading by title only at the next regularly scheduled meeting*

- *The Motion was Seconded by Alderman Knox*
  - City Administrator Ken Murphy stated this ordinance is associated with the 1<sup>st</sup> public hearing of the evening and is related to the development on the northside of Sni-A-Bar Blvd
- *Bill No. B21-11 was voted upon with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Mills, Stratton*
  - *Nay: None*
  - *Abstain: None*

**-Motion Approved 6-0-**

**Bill No. B21-12:** An Ordinance to Amend the Future Land Use Map in the 2014 Comprehensive Plan

**Bill No. B21-12** was read by Deputy City Clerk Khalilah Holland for the first reading by title only

- *Alderman Bass moved to accept the first reading of Bill No. B21-12 bringing it back for a second reading by title only at the next regularly scheduled meeting*
- *The Motion was Seconded by Alderman Stratton*
  - City Administrator Ken Murphy stated this ordinance is associated with the 2<sup>nd</sup> public hearing of the evening and is related to the amending the future land use map for the land on the south side of Sni-A-Bar Blvd
- *Bill No. B21-12 was voted upon with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Mills, Stratton*
  - *Nay: None*
  - *Abstain: None*

**-Motion Approved 6-0-**

**Bill No. B21-13:** An Ordinance Changing the Zoning on Approximately 5.5 Acres from District A (Agricultural District) to R-3P (Multi-Family Residential District- Planned Overlay District) and Approval of Preliminary Development Plan for Creekside Commons

**Bill No. B21-13** was read by Deputy City Clerk Khalilah Holland for the first reading by title only

- *Alderman Cleaver moved to accept the first reading of Bill No. B21-13 bringing it back for a second reading by title only at the next regularly scheduled meeting*
- *The Motion was Seconded by Alderman Mills*

**ELECTED OFFICIALS PRESENT**

Mayor Chuck Johnston  
 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

**STAFF OFFICIALS PRESENT**

City Administrator Ken Murphy  
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- City Administrator Ken Murphy stated this ordinance is associated with the 3<sup>rd</sup> public hearing of the evening and is related to the zoning change of the land on the south side of Sni-A-Bar Blvd
- *Bill No. B21-13 was voted upon with the following voice vote:*
  - *Aye: Bass, Cleaver, Headley, Knox, Mills, Stratton*
  - *Nay: None*
  - *Abstain: None*

**-Motion Approved 6-0-**

**ITEM XIV: CITY ATTORNEY REPORT**

- City Attorney Joe Lauber reported this year’s final City Officials training in Platte County is on Friday, May 14<sup>th</sup>

**ITEM XV: CITY ADMINISTRATOR & STAFF REPORTS**

- City Administrator Ken Murphy
  - Jackson County Health Department has lifted the outdoor restrictions; allowing the City to plan and host more activities and events
- Deputy City Administrator Theresa Osenbaugh
  - None
- Chief James Beale
  - None
- Finance Director Steven Craig
  - None
- Parks & Recreation Director Shannon Davies
  - Spring sports have begun
- Community Development Director Mark Trosen
  - None
- Deputy City Clerk Khalilah Holland
  - None

**ITEM XVI: BOARD OF ALDERMEN REPORTS & COMMENTS**

- Alderman Shea Bass
  - Thanked Mayor Johnston for the renewed appointment to Mayor Pro-Tem
- Alderman Tom Cleaver
  - None
- Alderman Bob Headley
  - None
- Alderman Rick Knox
  - None

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 Alderman Shea Bass  
 Alderman Tom Cleaver  
 Alderman Bob Headley  
 Alderman Rick Knox  
 Alderman Darren Mills  
 Alderman Jayci Stratton

**ELECTED OFFICIALS ABSENT**

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- Alderman Darren Mills
  - None
- Alderman Jayci Stratton
  - Complimented Deputy City Administrator Theresa Osenbaugh on her Place Branding presentation and Alderman Stratton stated she was willing to help with the brand identity process

**ITEM XVII: MAYOR REPORT**

- Mayor Chuck Johnston
  - Acknowledged the dedication of the Pathways of Honor event on May 5<sup>th</sup> and showed appreciation to those who attended and were involved in the planning of the event

**ITEM XVIII: EXECUTIVE SESSION**

- None

**ITEM XIX: ADJOURNMENT**

- The meeting adjourned at 7:56 P.M.

Minutes submitted by:

\_\_\_\_\_  
 Khalilah Holland  
 Deputy City Clerk

\_\_\_\_\_  
 Date

Minutes approved by:

\_\_\_\_\_  
 Chuck Johnston  
 Mayor

\_\_\_\_\_  
 Date

**ELECTED OFFICIALS PRESENT**  
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