



Notes: Before the regular meeting at 5:30 p.m., a closed executive session will be held to discuss attorney-client matters pursuant to RSMo 610.021(1) and personnel matters pursuant to RSMo 610.021(3).

BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, March 17, 2015 7:00 pm
City Hall Boardroom

Next numbers: Bill No. 2834 / Ord. No. 2804

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

3. MAYOR'S REPORT

- A. Appoint Linda Arnold to the Community Land and Recreation Board through May 2015

4. CONSENT AGENDA

- A. Approve the minutes for the March 3, 2015 regular meeting
- B. Receive and file the February Municipal Court Report
- C. Receive and file the 2014 Fewson Fund Annual Report
- D. Receive and file the Semi-annual Report for the second half of 2014
- E. Receive and file the 2014 annual report from the Parkville Vikings Football Club pursuant to the Viking Field Use Agreement
- F. Receive and file the crime statistics for January 2015
- G. Receive and file the financial report for the month ending February 28, 2015
- H. Approve a revised cooperative agreement with Platte County for the collection of taxes
- I. Approve a contract with McAnany Concrete, LLC for the 2015 concrete curb and sidewalk program
- J. Approve Work Authorization No. 41 with North Hills Engineering for design and project management for the Sanitary Sewer Repairs Phase 2 Project
- K. Approve the purchase of two spare pumps for the River Hills and the McAfee pump stations
- L. Approve Resolution No. 03-02-15 employing Kevin Blair as part-time construction inspector for the Public Works Department
- M. Approve Resolution No. 03-03-15 employing Travis Phelan and William Thomsen as seasonal full-time laborers for the Parks Division of the Public Works Department
- N. Approve Resolution No. 03-04-15 supporting the City of Riverside application for a Land Water and Conservation Fund Grant to extend the Missouri Riverfront Trail
- O. Approve accounts payable from February 26 to March 10, 2015

Please Note: All matters listed under "Consent Agenda" are considered to be routine by the Board of Aldermen and will be enacted upon under one motion without discussion. Any member of the Board of Aldermen may be allowed to request an item be pulled from

the Consent Agenda for consideration under the regular agenda if debate and a separate motion are desired. Any member of the Board of Aldermen may be allowed to question or comment on an item on the Consent Agenda without a separate motion under the regular agenda. Items not removed from the Consent Agenda will stand approved upon motion of any Alderman, followed by a second and a majority voice vote to "Approve the consent agenda and recommended motions for each item as presented".

5. ACTION AGENDA

- A. Approve professional services agreements with Kaw Valley Engineering, Inc. and Professional Service Industries, Inc. for on-call construction materials testing services (Public Works)

6. NON-ACTION AGENDA

- A. Contracting with the Platte County Regional Sewer District to provide sewer billing services (Administration)

7. STAFF UPDATES ON ACTIVITIES

- A. Community Development
 - 1. Code Enforcement Improvements
 - 2. Development Applications for QuikTrip and Lake Pointe Lodge
- B. Public Works
 - 1. Platte County Outreach Grant Award
 - 2. River Hills Sinkhole Investigation

8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

9. ADJOURN

General Agenda Notes:

This agenda closed at noon on Thursday, March 12, 2015. With the exception of emergencies or other urgent matters, any item requested after the agenda was closed will be placed on the next board meeting agenda. Emergencies and urgent matters may be placed on an amended agenda only upon the vote of the Board of Aldermen.

CITY OF PARKVILLE
Policy Report

Date: March 11, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Melissa McChesney
City Clerk

On Behalf of:
Nan Johnston
Mayor

ISSUE:
Approve the appointment of Linda Arnold to the Community Land and Recreation Board through May 2015.

BACKGROUND:
Parkville Municipal Code Section 110.140 states the Mayor, with the consent of the Board of Aldermen, shall make appointments to City commissions, committees and boards. Ms. Arnold will be filling a vacant position previously held by Bill Noble that expires in May 2015.

BUDGET IMPACT:
There is no impact to the budget.

ALTERNATIVES:

1. Accept the Mayor's nomination by voice vote.
2. Reject the Mayor's nomination and request alternative nominations.
3. Postpone action.

POLICY:
Parkville Municipal Code Section 110.140 states the Mayor, with consent and approval of the Board of Aldermen, shall make appointments to City commissions, committees and boards.

SUGGESTED MOTION:
I move to approve the appointment of Linda Arnold to the Community Land and Recreation Board through May 2015.



RECEIVED

FEB 28 2014

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0015

Application for Appointed Boards, Commissions and Committees

CITY OF PARKVILLE, MO

Select the boards, commissions and committees in which you are interested in serving as a member:

- Planning & Zoning Commission
Ethics Commission
Industrial Development Authority
Board of Zoning Adjustment
Community Land & Recreation Board
Tax Increment Financing Commission (TIF)

Name: Linda Arnold

Home Address (required): 8500 Highridge

Mailing Address (if different than above):

Are you a resident of the City of Parkville? Yes No Applicants must be residents of Parkville.

Phone (day): (816) 797-9181 Phone (evening): (816) 797-9181

Current Employer: Title:

How did you learn about Parkville boards and commissions?

- Internet Community Group/Organization Mayor/Alderman Other

Why are you interested in serving on a Parkville board?

I have lived in Parkville for over 30 years and enjoy working on different events. I am one of the co-chairs with the Riverjam. I think my time working the events would be beneficial to me working with your board.

Have you ever served on a Parkville board? Yes No

If yes, which ones? alderman

Dates Served: 94-98 about 10 yrs

Do you belong to any community organizations or professional groups?

I volunteer in several organizations. Working with PCDC (secretary), MSPA and the Riverjam right now.

Return to: Parkville City Hall 8880 Clark Avenue Parkville, Missouri 64153

I declare that all statements in this application are true and correct to the best of my knowledge. I further declare that if I am appointed, I will serve fairly, impartially, and to the best of my ability. I acknowledge that information contained in this application is public record and may be subject to public inspection pursuant to Missouri Sunshine Laws.

I read and understand the above statement:

Applicant Signature: [Signature]

Date: 2-27-2014

Appointments to boards, committees and commissions are approved annually by the Board of Aldermen the first meeting in May and terms vary depending on the board/commission. Applications are accepted throughout the year by the City Clerk. Appointments are made by the Mayor with the consent of the Board of Aldermen.

Thanks!

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, March 3, 2015, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Kari Lamer	- present
Ward 1 Alderman Diane Driver	- absent with prior notice
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman David Jones	- present
Ward 3 Alderman Robert Lock	- absent with prior notice
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- absent with prior notice

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Steve Chinn, City Attorney

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

A. Parkville Old Towne Market Community Improvement District Board Chair Tom Hutsler and Board members to clarify information

Tom Hutsler, Parkville Old Towne Market Community Improvement District (POTMCID) chair, provided a response to clarify comments from the Board of Aldermen meeting on February 17 and a letter from the Mayor dated January 30; a copy of the response is on file with the City Clerk. Mr. Hutsler provided information about the statutes that regulated Community Improvement Districts, the information included in the by-laws related to audits and conflicts of interest, joint membership on the POTMCID Board and an entity submitting grants to the POTMCID, and transparency in the POTMCID's responses to the City's open records requests.

Alderman Sportsman shared his concerns about conflicts of interest, grant requests, accountability to Missouri Sunshine Laws requirements, and the success of the POTMCID.

Alderman Jones requested ideas on how to improve the relationship between the City and the POTMCID. Mr. Hutsler recommended a joint meeting to try to resolve the issues and reach an agreement.

Robert Poe, owner of Om Prana Yoga, stated that as a new business he appreciated the support from the POTMCID and the City, shared his concerns and encouraged a collaborative effort.

3. MAYOR'S REPORT

A. Recognize Boy Scouts for completing Eagle Scout service projects at the Parkville Nature Sanctuary

Nature Sanctuary Director Bob Fluchel introduced five local boy scouts who completed Eagle Scout service projects at the Parkville Nature Sanctuary. The scouts were Alex Heinerikson, Eric Kissinger, Devin McCombs, Nolan McMichael and William Wilhelm. Mayor Johnston thanked the scouts for their hard work. She noted the Nature Sanctuary was run almost entirely by volunteers and major projects could not be completed without help from the Boy Scouts.

B. Approve appointments to the Route 9 Steering Committee

City Administrator Lauren Palmer said the Route 9 corridor study project was planned to begin in April and the steering committee would help guide the project. The committee included five voting members and six advisory members that represented important stakeholders. Mayor Johnston thanked those who volunteered to serve.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE APPOINTMENTS TO THE ROUTE 9 STEERING COMMITTEE AS LISTED IN THE ROSTER. ALL AYES; MOTION PASSED 5-0.

Mayor Johnston recognized one member of the Boy Scouts of America in the audience and called him to the podium. Eli Gately from Troop 333 stated he was working on his Citizenship in the Community badge.

4. CONSENT AGENDA

- A. Approve the minutes for the February 17, 2015 regular meeting
- B. Approve a liquor by the drink picnic license for Main Street Parkville Association for the 12th Annual Parkville Microbrew Fest on April 25, 2015
- C. Receive and file the January sewer report
- D. Amend the use agreement with the Parkville Farmers Market Association to update the Farmers Market Policies and Procedures
- E. Approve Resolution No. 03-01-15 employing Justin A. Fetters as a police officer
- F. Approve the Planning Sustainable Places Grant Sponsor Agreement for the Route 9 Corridor Study
- G. Approve an interlocal agreement with the City of Riverside for the Route 9 Corridor Study
- H. Approve accounts payable from February 11 to February 26, 2015

Police Chief Kevin Chrisman introduced police officer candidate Justin A. Fetters and thanked his family for attending.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 5-0.

5. ACTION AGENDA

A. Approve an ordinance amending various sections of Parkville Municipal Code Chapter 143 regarding the Finance/Audit Committee

City Clerk Melissa McChesney stated the request was to amend two sections of the Parkville Municipal Code regarding Finance/Audit Committee meetings times and duties.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2832, AN ORDINANCE REPEALING AND REPLACING VARIOUS SECTIONS OF CHAPTER 143 OF THE PARKVILLE MUNICIPAL CODE REGARDING THE FINANCE/AUDIT COMMITTEE, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT THAT BILL NO. 2832 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2832 BE APPROVED ON SECOND READING TO BECOME

ORDINANCE NO. 2802. ALL AYES BY ROLL CALL VOTE: WERNER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 5-0.

Bill No. 2832 was posted February 27, 2015.

B. Approve a sign program agreement with the Missouri Department of Transportation for a promotional sign for Park University

City Administrator Lauren Palmer explained staff was working with Park University and the Missouri Department of Transportation (MoDOT) for a promotional sign to recognize the Park University women's and men's volleyball teams for winning the 2014 NAIA Championships. The sign would be installed on the city limit sign on Route 9. Palmer noted funding was only available for one sign at the city limits near Park University, but there might be opportunities in the future for signs at other locations.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE A SIGN PROGRAM AGREEMENT WITH THE MISSOURI DEPARTMENT OF TRANSPORTATION FOR A PROMOTIONAL SIGN FOR PARK UNIVERSITY. ALL AYES; MOTION PASSED 5-0.

C. Items Related to the Route 9 Downtown Entryway Project

City Administrator Lauren Palmer noted the next items related to moving forward with the Route 9 Downtown Entryway Project which was close to being ready to bid. Construction was anticipated to start in the spring with completion in the summer.

1. Approve an ordinance to authorize right-of-way agreements with the Missouri Department of Transportation for street lighting and sidewalks

City Administrator Lauren Palmer explained the project included sidewalk improvements and decorative street light maintenance and MoDOT required right-of-way agreements for public improvements in its right-of-way. The agreements obligated the City to cover costs associated with installation and maintenance of the improvements. The City partnered with Kansas City Power & Light (KCP&L) for installation of the street lights and would pay the annual per-light tariff payment to KCP&L.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2833, AN ORDINANCE AUTHORIZING THE EXECUTION OF A LIGHTING MAINTENANCE AGREEMENT AND A SIDEWALK IMPROVEMENTS AGREEMENT WITH THE MISSOURI DEPARTMENT OF TRANSPORTATION RELATED TO THE ROUTE 9 DOWNTOWN ENTRYWAY IMPROVEMENTS PROJECT, BE APPROVED FOR FIRST READING. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2833 BE APPROVED ON FIRST READING AND PASSED TO SECOND READING BY TITLE ONLY. ALL AYES; MOTION CARRIED 5-0.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES THAT BILL NO. 2833 BE APPROVED ON SECOND READING TO BECOME ORDINANCE NO. 2803. ALL AYES BY ROLL CALL VOTE: WERNER, LAMER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 5-0.

Bill No. 2833 was posted February 27, 2015.

2. Authorize staff to finalize and the Mayor to execute a Growing Together Program Agreement with the Missouri Department of Transportation for the display of street light banners

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO AUTHORIZE THE CITY ADMINISTRATOR AND CITY ATTORNEY TO FINALIZE, AND THE MAYOR TO EXECUTE, A GROWING TOGETHER PROGRAM AGREEMENT WITH MODOT FOR THE DISPLAY OF STREET LIGHT BANNERS ON ROUTE 9. ALL AYES; MOTION PASSED 5-0.

3. Approve a cooperative agreement with Park University for street lighting

City Administrator Lauren Palmer opened the floor to questions from the Board. Alderman Sportsman shared his concern that the City's would be financially responsible if Park University wanted out of the agreement in the future. Palmer responded that the one year term would give the City an opportunity to review options to absorb the cost. Laurie McCormack, Park University, commented that it was doubtful that Park University would relinquish the agreement because the banners would be an asset to the university.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE THE COOPERATIVE AGREEMENT WITH PARK UNIVERSITY FOR THE DECORATIVE STREET LIGHTS TO BE INSTALLED AS PART OF THE ROUTE 9 DOWNTOWN ENTRYWAY BEAUTIFICATION PROJECT. ALL AYES; MOTION PASSED 5-0.

4. Approve Supplement No. 1 to the professional engineering services agreement with TranSystems for construction administration and observation services

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO APPROVE SUPPLEMENT NO. 1 TO THE PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH TRANSYSTEMS FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE ROUTE 9 DOWNTOWN ENTRYWAY PROJECT IN A MAXIMUM AMOUNT NOT TO EXCEED \$25,507.38. ALL AYES; MOTION PASSED 5-0.

5. Accept a signage easement from Park University for property near the intersection of Route 9 and Coffey Road

City Administrator Lauren Palmer noted the city attorney reviewed the easement after the packet was published and was comfortable with the document.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO ACCEPT AN EASEMENT FROM PARK UNIVERSITY FOR ACCESS AND PLACEMENT OF SIGNAGE FOR THE ROUTE 9 DOWNTOWN ENTRYWAY BEAUTIFICATION PROJECT, AND TO AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE ANY RELATED DOCUMENTATION. ALL AYES; MOTION PASSED 5-0.

6. STAFF UPDATES ON ACTIVITIES

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update regarding an application received for Lake Pointe Lodge, a 50-unit apartment building and clubhouse, and noted the application would be reviewed by the Planning & Zoning Commission on March 10. He added that a second meeting would be scheduled at a later date to review a modified application.

Ackerson also notified the Board that staff received an application from QuikTrip for a proposed building on the southeast corner of Highway 45 and Route 9, adding that it was previously

submitted with a McDonald's but the new application did not include additional commercial development. A presentation would be given to the Planning & Zoning Commission in workshop to be held on March 10 following their regular meeting and the application would be considered on April 14.

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Sportsman noted he attended the Platte County Sports Commission open house and summarized the purpose of the commission.

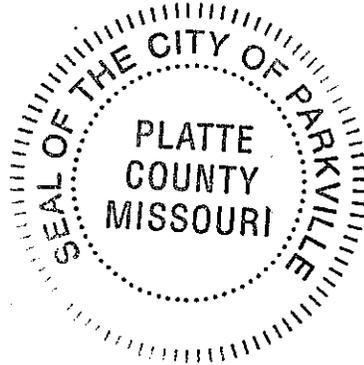
8. ADJOURN

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN JONES TO **ADJOURN THE MARCH 3, 2015 REGULAR BOARD MEETING AT 8:03 P.M. ALL AYES; MOTION PASSED 5-0.**

The minutes for Tuesday, March 3, 2015, 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 March 2015.

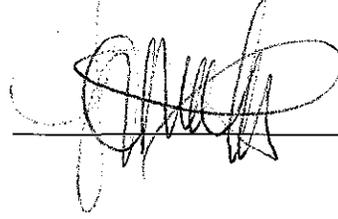
Submitted by:


City Clerk Melissa McChesney



February 27, 2015

I, Toni Rizzuti, hereby swear and confirm that all cases heard, tried and disposed of in the Parkville Municipal Court for the month of February 2015, are accurate and true to the best of my knowledge and beliefs.

A handwritten signature in black ink, appearing to read 'Toni Rizzuti', is written over a horizontal line. The signature is stylized and cursive.

Toni Rizzuti
Court Clerk

From 2/01/2015 to 2/27/2015

Post Date Citation No. Docket No.

***** TOTAL FOR REPORT *****

Code	---	Payments	---	Refunds	---	Net	---	G/L Acct No.
CC	117	1,404.00		0		1,404.00		83 41606-00
SF	117	351.00		0		351.00		83 20506
SH	117	234.00		0		234.00		83 20503
WF	9	315.00		0		315.00		83 41612-00
CVC	117	834.21		0		834.21		83 20500
LET	117	234.00		0		234.00		83 41610-00
CVC2	117	43.29		0		43.29		83 41608-00
FINE	112	15,397.50		0		15,397.50		83 41601-00
POST	117	117.00		0		117.00		83 20501
TORNEY	3	299.00		0		299.00		83 41604-00
JAIL	2	280.00		0		280.00		83 41609-00
FORF	1	1,000.00		0		1,000.00		83 41605-00
RECOUP	1	100.50		0		100.50		83 41613-00
Total:	947	20,609.50		0		20,609.50		

Cash Payments.....+ \$16,129.00
 Bond Forfeited....+ \$1,000.00
 Bond Applied.....+ \$3,480.50
 Payment Refunded.- \$0.00
 Fees/Fines Paid..= \$20,609.50

Cash (Payments)...+ \$16,129.00
 Cash (Bonds).....+ \$3,100.00
 Total Cash Trans.= \$19,229.00

Cash Refunds.....- \$0.00
 Net Cash Trans...= \$19,229.00

Cash Refund/Cash : \$0.00
 Cash Refund/Check: \$0.00
 Cash Refund/X-AP : \$0.00
 TL. Cash Refunds.: \$0.00

Cash Bond Posted.+ \$3,100.00
 Bond Forfeited...- \$1,000.00
 Bond Applied.....- \$3,480.50
 Bond Refunded.....- \$1,519.50
 Net Change/Bond..= \$2,900.00-

Bond Refund/Cash : \$0.00
 Bond Refund/Check: \$1,519.50
 Bond Refund/X-AP : \$0.00
 FL. Bond Refunds.: \$1,519.50

***** TOTAL FOR G/L *****

Total Revenue \$20,609.50 * see above *
 Cash Account \$16,129.00 83 12100

CITY OF PARKVILLE

Policy Report

Date: March 10, 2015

Prepared By:
Steve Berg
City Treasurer

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Receive and file the Fewson Fund Annual Financial Statement and Report.

BACKGROUND:

The Fewson Fund Policy, as adopted by Resolution No. 12-01-13, requires the Fund Manager in February to prepare an annual financial statement and report for the preceding year. The report must include the fund balance at the beginning of the year; the increase/decrease in the fund assets during the year; the fund balance at the end of the year; the simple rate of return for that year based on the beginning fund balance; and an investment strategy for the coming year. The annual statement and report are attached for review and comment.

In February each year, the Fund Manager will determine the earnings of the fund for the preceding year to be divided 50% to the City and 50% to the fund balance. The earnings distribution is calculated as interest earnings minus administrative fees. The 50% distribution to the City for 2014 is \$2,931.99. The fund also held the distributions for 2011, 2012 and 2013, for a total amount of \$17,220.60. On December 31, 2014, this amount was credited to the City Capital Projects Fund to fund expenditures related to the Downtown Highway 9 Entryway Project.

BUDGET IMPACT:

There is no direct budget impact associated with receipt of the annual report.

ALTERNATIVES:

1. Receive and file the Fewson Fund annual financial statement.
2. Provide alternative direction to staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen receive and file the Fewson Fund Annual Financial Statement and Report.

POLICY:

The Fewson Fund Policy, as adopted by Resolution No. 12-01-13, requires the Fund Manager in February to prepare an annual financial statement and report of the preceding year.

SUGGESTED MOTION:

I move to receive and file the Fewson Fund Annual Financial Statement and Report for the year ended December 31, 2014.

ATTACHMENTS:

1. 2014 Fewson Fund Annual Report (narrative)
 2. 2014 Fewson Fund Annual Report (financial statement)
 3. Fewson Fund Balance Sheet as of 12-31-14
 4. Fewson Fund forecast sheet
-

Fewson Project Fund Annual Report
December 31, 2014

Highlights for 2014

1. Due to the continuing low interest rate environment and the movement of \$50,000 of the Fewson Fund moneys out of agency bonds as these bonds were called, interest earnings for the Fund have continued to decline. Requirements that City funds be collateralized, further limit investment options since this requirement can make the funds unattractive to banks.
2. The Fewson Fund interest earnings, after expenses, were \$5,863.96, with one-half of this available as an annual distribution to the City for capital projects. Since the City did not draw on these funds during the 2011 through 2013 period, the cumulative total available had grown to \$17,221 at the end of 2014, and was available for distribution. In late 2014, the Downtown Highway 9 Entry project was identified and approved as an appropriate Fewson project, and the \$17,221 balance was reserved at year end for transfer to the City project fund to cover project expenditures.

Strategy for 2015

1. The low interest rate environment of the past several years is expected to continue through 2015 and beyond, meaning that interest earnings on the fund are likely to remain at low levels for several more years. Additionally, nearly \$35,000 of the currently held TIPS bond will mature in early 2015, further reducing the average yield of the Fund.
2. In 2014, uncertainty concerning the possibility of using a portion of the Fund to directly finance one or more City projects required the fund manager to keep funds available in highly liquid money market investments until a clearer picture emerged regarding possible uses of the funds. For 2015, the budget includes one project to be partially financed using a loan of \$155,000 to be made using Fewson funds. This amount will be kept available for this project, while a portion of the remaining funds will be invested in terms designed to enable one or more additional loans for projects to be made in subsequent years.
3. For 2015, the fund manager plans to follow a strategy of moving a large portion of the funds back into a mix of CDs using local banks and higher interest-bearing brokered CDs to achieve better interest earnings than are available using primarily money market accounts. A laddered approach to maturities will be used to ensure that:
 - a. Some funds remain, or become available each year.
 - b. The Fund will have funds available to reinvest at higher interest rates whenever rates move up from their current historic lows.
 - c. Some portion of the funds are in the best currently-available interest bearing instruments to provide a larger amount of current income for the fund.

Steve Berg
City Treasurer
on behalf of the Fewson Fund Manager

Fewson Fund Investments Annual Report

December 31, 2014

Investments Held by Fewson Fund

	Patriots Cash Acct	Commerce Cash Acct	Bonds Held by Fewson Fund				Total Value (Bond Total)
			1 FHLB	2 FHLB	3 TIPS	4 FHLB	
Cost			25,070.50	25,621.00	38,898.19	50,721.00	
Acquired			8/14/07	11/18/08	8/7/09	1/29/09	
Maturity			9/12/14	12/12/14	1/15/15	9/11/20	
Rate	0.10%	0%	5.250%	4.750%	1.625%	4.625%	

Summary of Activity for Year

	Interest Earned	Expenses	Net Gain Market Value	Loss Market Value

1/1/2014 Opening Balances

Market Value All Accounts	423,143.99	4,162.09	25,869.50	26,057.15	36,055.46	56,014.70	571,302.89
Total MKT VALUE of all Bonds							143,996.81

Bonds that Matured		50,000.00	(25,000.00)	(25,000.00)			
Interest Earned	423.35	5,513.63					5,936.98
Bank Fees		(73.00)					(73.00)
Gain in Market Value					987.15		987.15
Loss in Market Value			(869.50)	(1,057.15)	(1,115.59)		(3,042.24)

12/31/2014 Closing Balances

Market Value All Accounts	423,567.34	59,602.72	-	-	34,939.87	57,001.85	575,111.78
Total MKT VALUE of all Bonds							91,941.72

Full Year Change in Mkt Value			(869.50)	(1,057.15)	(1,115.59)	987.15	987.15	(3,042.24)
Other Activity for Year							5,936.98	(73.00)

Interest Rates at Year End	0.10%	0%			1.625%	4.625%	
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Average Rate of Return for 2014

All funds combined 1.04%

Amount Transferred to City for Fewson Projects

Prior Years	14,288.61
Current Year	<u>2,931.99</u>
Total Available	17,220.60

BALANCE SHEET

AS OF: DECEMBER 31ST, 2014

45 -Fewson Project Fund

ACCOUNT# TITLE

ASSETS

12000 Claim on Cash	(15,810.56)	
12105 Trust Cash-Patriots	423,567.34	
12110 Fewson Cash-Commerce	59,602.72	
14002 Trust Investments-Money Market	0.00	
14003 Trust Investments-Treasuries	34,939.84	
14004 Trust Investments-Fed Home Loa	57,001.85	
		<hr/>
		559,301.19

TOTAL ASSETS

559,301.19

LIABILITIES

21000 Funds Reserved for Transfer	0.00	
22001 A/P Pending (Due to Pool)	1,410.04	
25000 Auditor Entry	0.00	
		<hr/>
TOTAL LIABILITIES		1,410.04

EQUITY

30001 Fund Balance	557,014.28	
		<hr/>
TOTAL BEGINNING EQUITY	557,014.28	
TOTAL REVENUE	6,924.13	
TOTAL EXPENSES	6,047.26	
		<hr/>
TOTAL SURPLUS/(DEFICIT)	876.87	
		<hr/>
TOTAL EQUITY & SURPLUS/(DEFICIT)		557,891.15

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT

559,301.19

Fewson Fund (45)

Last Updated 03/03/15

	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2014 Unaudited	2015 Budget	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected
<i>Beginning Fund Balance</i>	\$529,213	\$ 538,487	\$ 545,515	\$ 572,935	\$ 557,014	\$ 542,164	\$ 543,675	\$ 389,096	\$ 430,061	\$ 471,251	\$ 512,668	\$ 554,313
Revenues												
Interest Income	17,091	11,589	6,283	6,500	5,937	5,964	6,002	6,530	6,981	7,434	7,889	6,097
Miscellaneous	-	-	28,285	-	-	-	-	-	-	-	-	-
Return on Investments	-	2,261	-	-	-	-	-	38,750	38,750	38,750	38,750	-
Earned on Investments	14,288	-	-	-	987	-	-	-	-	-	-	-
Total Fewson Fund Revenues	31,379	13,850	34,569	6,500	6,924	5,964	6,002	45,280	45,731	46,184	46,639	6,097
Total Sources	560,592	552,337	580,084	579,435	563,938	548,128	549,677.23	434,376	475,792	517,435	559,308	560,410
Expenditures												
Purchase of Interest on Bonds	968	-	-	-	-	-	-	-	-	-	-	-
Loss on Investment	15,029	6,682	8,642	5,000	3,042	900	900	900	900	900	900	900
Trust/Bank Fees	5,453	139	139	150	73	150	150	150	150	150	150	150
Federal Tax	656	-	-	-	-	-	-	-	-	-	-	-
Distribution to City (50% of Proceeds)	-	-	-	3,250	2,932	2,982	352	3,265	3,490	3,717	3,945	3,049
Distribution to City (Reserved from Prior Years)	-	-	14,289	14,216	14,216	-	2,630	-	-	-	-	-
Project Loans	-	-	-	-	-	155,000	155,000	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-	-	-	-
Fewson Fund Expenses	22,105	6,821	23,069	22,616	20,263	159,032	159,032	4,315	4,540	4,767	4,995	4,099
Estimated Ending Balance (deficit) :	538,487	545,516	557,014	556,819	543,675	389,096	390,645	430,061	471,251	512,668	554,313	556,312

Notes: (1) The distribution to the City is calculated as 50% of interest earnings and gain on investment minus any administrative fees. (2) Forecast displays fund activity on a cash basis. See balance sheet for description of fund investments.

CITY OF PARKVILLE

Policy Report

Date: March 10, 2015

Prepared By:
Steve Berg
City Treasurer

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Receive and file the Semi-Annual Financial Report for the second half of 2014.

BACKGROUND:

Both state statute and city ordinance require the City Treasurer to produce a semi-annual financial report that summarizes revenues and expenses for a six-month period. The last report was produced in August for the second half of 2014. The semi-annual report for the second half of 2014 is ready for review and publication in a local newspaper as required by law. The report was completed in late February and includes all revenues and expenditures that are expected to be credited and charged to 2014, but does not include year-end adjustments that will be made as part of the audit process. To reduce publication costs, an abbreviated version of the report will be published in the newspaper, but it will direct readers to the City's website for additional information. The City Treasurer has prepared an expanded version of the report for the website that includes additional information, including a full year version of the report.

BUDGET IMPACT:

There is no budget impact associated with this action other than the cost of publication which will be funded from the Administration Division (501) of the General Fund (10).

ALTERNATIVES:

1. Receive and file the Semi-Annual Financial Report for the second half of 2014.
2. Provide alternative direction to staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen receive and file the Semi-Annual Financial Report for the second half of 2014.

POLICY:

Section 130.090 of the Parkville Municipal Code requires the City Treasurer to furnish to the Board of Aldermen a semi-annual reports of the amount of money received on account of the City during the half year, from what sources received, and the amount of money disbursed, and on what account, and the balance in his hands to the credit of the City. Section 105.130 of the Parkville Municipal Code requires the Board of Aldermen to publish the semi-annual report in some newspaper in the City. The sections of Code that require the production and publication of a six-month report are based on corresponding sections of Missouri statutes (RSMo 79.160 and 79.165).

SUGGESTED MOTION:

I move to receive and file the Semi-Annual Financial Report for the second half of 2014.

ATTACHMENTS:

1. Semi-Annual Report – 2nd Half of 2014 (publication version)
 2. Semi-Annual Report – 2nd Half of 2014 (full version)
-

City of Parkville, Missouri
Semi-Annual Report
July 1 through December 31, 2014

General Fund	
Revenue	1,701,159
Expenditures	1,886,259
Revenue, net of Expenditures	<u>(185,100)</u>
Enterprise Fund - Sewer Utility	
Revenue	561,010
Expenditures	456,886
Revenue, net of Expenditures	<u>104,124</u>
Debt Service Funds	
Revenue	122,645
Expenditures	133,779
Revenue, net of Expenditures	<u>(11,134)</u>
Special Revenue Funds	
Revenue	1,143,698
Expenditures	1,025,568
Revenue, net of Expenditures	<u>118,130</u>
Debt of the City of Parkville, December 31, 2014	
General Fund	4,900,000
Sewer Utility	1,604,350
Neighborhood Improvement Districts (NIDs)	10,805,000
Total Debt	<u>17,309,350</u>

¹ NID debt payments are a valid and legally binding indebtedness of the City payable from special assessments on properties benefitted by the improvements

For additional information, visit www.parkvillemo.gov.

City of Parkville, Missouri

Semi-Annual Report

July 1 through
December 31, 2014

January 1 through
December 31, 2014

General Fund

Revenue

Taxes	9,918	1,071,870
Licenses	15,275	47,824
Permits	168,140	331,390
Franchise Fees	473,816	901,327
Sales Taxes	524,183	998,760
Other Revenue	16,003	32,657
Court Revenue	157,649	269,935
Interest Income	3,244	6,626
Grants and Miscellaneous Revenue	24,682	43,686
Transfers in	308,249	582,680
Total Revenue	<u>1,701,159</u>	<u>4,286,755</u>

Expenditures

Administration	386,054	900,789
Police Department	566,289	1,153,452
Municipal Court	62,461	138,999
Public Works	75,972	135,306
Community Development	159,542	284,718
Street Department	154,416	340,468
Parks Department	177,427	308,495
Neighborhood Development	-	-
Nature Sanctuary	16,301	27,156
Channel 2/Website	9,067	15,450
Transfers Out	269,000	538,000
Information Technology	9,730	34,167
Total Expenditures	<u>1,886,259</u>	<u>3,877,000</u>

Revenue, net of Expenditures

<u>(185,100)</u>	<u>409,755</u>
------------------	----------------

Sewer Utility

Revenue	561,010	1,112,469
Expenditures	456,886	855,416
Revenue, net of Expenditures	<u>104,124</u>	<u>257,053</u>

Debt Service Funds

Revenue	122,645	888,495
Expenditures	133,779	792,782
Revenue, net of Expenditures	<u>(11,134)</u>	<u>95,713</u>

NID Construction Projects Funds

Revenue	82	403,652
Expenditures	-	454,591
Revenue, net of Expenditures	<u>82</u>	<u>(50,938)</u>

Reserved and Restricted Funds

Revenue	1,143,616	2,198,338
Expenditures	1,025,568	1,764,998
Revenue, net of Expenditures	<u>118,048</u>	<u>433,340</u>

Note: Revenues and Expenditures include transfers between various funds. Details can be found in the December, 2014 Financial Report

Debt of the City of Parkville, December 31, 2014

General Fund	4,900,000
Sewer Utility	1,604,350
Neighborhood Improvement Districts (NIDs) ¹	10,805,000
Total Debt	<u>17,309,350</u>

¹ NID debt payments are funded by special assessments on the NID properties, and may be considered a contingent liability.

CITY OF PARKVILLE Policy Report

Date: March 9, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Receive and file the 2014 Parkville Vikings Football Club annual report pursuant to the Viking Field Use Agreement

BACKGROUND:

On February 18, 2014, the Board of Aldermen approved the Viking Field Use Agreement with the Parkville Vikings Football Club (Vikings). The Agreement allows the Vikings to use the field from August 1 to November 30 of each year for youth sports programming. In exchange, the Vikings are responsible for all maintenance and repairs of the field. The Vikings also reimburse the City for water utility costs.

Section 12 of the Agreement requires the Vikings to provide a “written report to the City of its activities for the prior year ended December 31.” The report must include an accounting of all expenditures and revenues incurred by the Vikings related to its activities on Viking Field. The 2014 report is attached. The report is intended to document the value of the Vikings’ maintenance investment in the field and to ensure that the Vikings are reinvesting revenues in programming.

BUDGET IMPACT:

There is no budget impact associated with this action.

ALTERNATIVES:

1. Receive and file the 2014 Parkville Vikings Football Club annual report.
2. Do not receive the report and direct staff to gather additional information from the Vikings.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen receive and file the 2014 Parkville Vikings Football Club annual report.

POLICY:

The report is required per the terms of the Viking Field Use Agreement.

SUGGESTED MOTION:

I move to receive and file the 2014 Parkville Vikings Football Club annual report.

ATTACHMENT:

1. 2014 Parkville Vikings Football Club Annual Report
-

Parkville Vikings Football Organization
January 1, 2014 through January 1, 2015

Income

Fees	\$ 6,730.50
Concession	\$ 8,662.49
Fundraising	\$ 30,024.00
Sponsors/Booster	\$ <u>2,350.00</u>

Total Income **\$47,766.99**

Expenses

**Maintenance	\$ 15,448.12	**Includes:
Utilities	\$ 4,027.76	Mowing
Concession	\$ 4,020.02	Field Paint
Fees	\$ 9,769.10	
Equipment	\$ 6,477.51	
Fundraising	\$ 4,142.13	
Tournaments	\$ 393.40	
Restitution	\$ <u>1,000.00</u>	

Total Expense **\$45,278.04**

Net Income **\$ 2,488.95**

1 CLASSIFICATION OF OFFENSES	2 OFFENSES REPORTED OR KNOWN TO POLICE (INCLUDING "UNFOUNDED" AND ATTEMPTS)	3 UNFOUNDED, I.E. FALSE OR BASELESS COMPLAINTS	4 NUMBER OF ACTUAL OFFENSES (COLUMN 2 MINUS COLUMN 3) (INCLUDE ATTEMPTS)	5 TOTAL OFFENSES CLEARED BY ARREST OR EXCEPTIONAL MEANS (INCLUDES COL. 6)	6 NUMBER OF CLEARANCES INVOLVING ONLY PERSONS UNDER 18 YEARS OF AGE
1. CRIMINAL HOMICIDE					
a. MURDER AND NONNEGLIGENT HOMICIDE (score attempts as aggravated assault if homicide reported, submit Supplemental Homicide Report)	11			00	
b. MANSLAUGHTER BY NEGLIGENCE	12			00	
2. FORCIBLE RAPE TOTAL	20			00	
a. Rape by Force	21				
b. Attempts to commit Forcible Rape	22				
3. ROBBERY TOTAL	30	1		1.3	
a. Firearm	31				
b. Knife or Cutting Instrument	32				
c. Other Dangerous Weapon	33	1		1	
d. Strong-Arm (Hands, Fists, Feet, Etc.)	34				
4. ASSAULT TOTAL	40	3		3	3
a. Firearm	41				
b. Knife or Cutting Instrument	42				
c. Other Dangerous Weapon	43	1		1	1
d. Hands, Fists, Feet, Etc. - Aggravated injury	44				
e. Other Assaults - Simple, Not Aggravated	45	2		2	2
5. BURGLARY TOTAL	50	2		2	1
a. Forcible Entry	51				
b. Unlawful Entry - No Force	52	1		1	1
c. Attempted Forcible Entry	53	1		1	
6. LARCENY - THEFT TOTAL (Except Motor Vehicle Theft)	60	8		8	6
7. MOTOR VEHICLE THEFT TOTAL	70	1		1	
a. Autos	71				
b. Trucks and Buses	72				
c. Other Vehicles	73	1		1	
GRAND TOTAL	77	15		15	9

Prior 3yrs Average

January 2015

Month and Year of Report

thru
January 31, 2015

Parkville Police Department

Agency and State

Mo0830100

Agency Identifier

5700.00

Population

March 2, 2015

Date

Craig Hubbell

Detective

Prepared By

Chief K. L. Chrisman

Title

Chief, Commissioner, Sheriff, or Superintendent

PROPERTY STOLEN BY CLASSIFICATION

CLASSIFICATION		NUMBER OF ACTUAL OFFENSES (COLUMN 4 Return A)	Monetary Value of Property Stolen
1. MURDER AND NONNEGLIGENT MANSLAUGHTER	12		
2. FORCIBLE RAPE	20		
3. ROBBERY			
(a) HIGHWAY (Streets, alleys, etc.)	31		
(b) COMMERCIAL HOUSE (except c, d and f)	32		
(c) GAS OR SERVICE STATION	33		
(d) CONVENIENCE STORE	34		
(e) RESIDENCE (anywhere on premises)	35		
(f) BANK	36		
(g) MISCELLANEOUS	37	1	
TOTAL ROBBERY	30	1	
5. BURGLARY - BREAKING AND ENTERING			
(a) RESIDENCE (dwelling)			
(1) NIGHT (6 p.m. - 6 a.m.)	51		
(2) DAY (6 a.m. - 6 p.m.)	52	2	
(3) UNKNOWN	53		
(b) NON-RESIDENCE (store, office, etc.)			
(1) NIGHT (6 p.m. - 6 a.m.)	54		
(2) DAY (6 a.m. - 6 p.m.)	55		
(3) UNKNOWN	56		
TOTAL BURGLARY	50	2	
6. LARCENY - THEFT (Except Motor Vehicle Theft)			
(a) \$200 AND OVER	61	3	24559
(b) \$50 TO \$200	62		
(c) UNDER \$50	63	5	88
TOTAL LARCENY (Same as Item 6X)	60	8	24647
7. MOTOR VEHICLE THEFT (Including Alleged Joy Riding)	70	1	
GRAND TOTAL - ALL ITEMS	77	12	8 24647
ADDITIONAL ANALYSIS OF LARCENY AND MOTOR VEHICLE THEFT			
6X. NATURE OF LARCENIES UNDER ITEM 6			
(a) POCKET-PICKING	81		
(b) PURSE SNATCHING	82		
(c) SHOPLIFTING	83	3	68
(d) FROM MOTOR VEHICLE (except e)	84	2	24059
(e) MOTOR VEHICLE PARTS AND ACCESSORIES	85		
(f) BICYCLES	86		
(g) FROM BUILDING (except c and h)	87	1	20
(h) FROM ANY COIN-OPERATED MACHINES (parking meters etc.)	88		
(i) ALL OTHERS	89	2	500
TOTAL LARCENIES (Same as Item 6)	80	8	7 24647
7X. MOTOR VEHICLES RECOVERED			<i>Prior 3yrs. Average</i>
(a) STOLEN LOCALLY AND RECOVERED LOCALLY	91		
(b) STOLEN LOCALLY AND RECOVERED BY ANOTHER JURISDICTION	92		
(c) TOTAL LOCALLY STOLEN MOTOR VEHICLES RECOVERED (a & b)	90		
(d) STOLEN IN OTHER JURISDICTION AND RECOVERED LOCALLY	93		

January 1 thru January 31, 2015



FINANCIAL REPORT

For the Month Ended February 28, 2015

Unaudited Financial Reports

To Be Used for

Budgetary Management Purposes

REVENUE AND EXPENDITURES BUDGETARY COMPARISON REPORT

AS OF: February 28, 2015

10 -General Fund

FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

	2015 ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
REVENUE SUMMARY						
TAXES	1,090,600	157,399.09	1,075,885.55	98.7%	14,714.45	1,044,308.64
LICENSES	57,461	785.00	1,601.00	2.8%	55,860.00	2,983.00
PERMITS	264,000	33,826.92	41,907.62	15.9%	222,092.38	60,850.50
FRANCHISE FEES	851,000	66,920.99	133,856.57	15.7%	717,143.43	185,078.57
SALES TAXES	985,500	74,627.59	169,694.87	17.2%	815,805.13	170,389.83
OTHER REVENUE	31,200	1,576.00	1,796.00	5.8%	29,404.00	4,025.00
COURT REVENUE	261,000	18,515.79	37,305.30	14.3%	223,694.70	35,487.30
INTEREST INCOME	7,000	715.14	1,415.39	20.2%	5,584.61	1,105.53
MISCELLANEOUS REVENUE	29,880	2,250.00	5,774.00	19.3%	24,106.00	5,415.10
GRANT REVENUE	0	0.00	345.00		-345.00	0.00
TRANSFERS IN	346,500	28,874.99	57,749.98	16.7%	288,750.02	75,833.32
TOTAL REVENUES	3,924,141	385,491.51	1,527,331.28	38.9%	2,396,809.72	1,585,476.79
EXPENDITURE SUMMARY						
ADMINISTRATION	995,582	60,733.86	109,780.96	11.0%	885,801.04	130,034.42
POLICE	1,246,588	73,927.44	157,793.52	12.7%	1,088,794.48	177,423.28
MUNICIPAL COURT	156,709	10,079.17	20,464.99	13.1%	136,244.01	21,422.46
PUBLIC WORKS	185,922	9,694.96	17,675.66	9.5%	168,246.34	15,370.10
COMMUNITY DEVELOPMENT	291,200	19,104.23	38,912.03	13.4%	252,287.97	36,914.10
STREET DEPARTMENT	382,729	26,738.47	55,629.91	14.5%	327,099.09	54,261.37
PARKS DEPARTMENT	352,079	18,354.35	35,853.39	10.2%	316,225.61	33,499.10
NATURE SANCTUARY	31,077	1,357.68	2,704.81	8.7%	28,372.19	2,877.88
PUBLIC INFORMATION	17,750	850.05	1,049.95	2.6%	16,700.05	1,750.00
INFORMATION TECHNOLOGY	40,324	1,456.55	1,476.55	3.7%	38,847.45	1,351.50
GENERAL FUND CAPITAL OUTLAY	356,175	0.00	0.00	0.0%	356,175.00	0.00
TRANSFERS OUT TO OTHER FUNDS	277,500	23,125.00	46,250.00	0.0%	231,250.00	89,666.64
TOTAL EXPENDITURES	4,333,635	245,421.76	487,591.77	11.3%	3,846,043.23	564,570.85
EXCESS REV OVER / (UNDER) EXPENDITURES	-409,494	140,069.75	1,039,739.51			1,020,905.94
PRIOR YEAR FUND BALANCES ALLOCATED FOR 2014 GENERAL FUND USE	0		0.00			
EXCESS OF FUNDS AVAILABLE OVER / (UNDER) EXPENDITURES	-409,494	140,069.75	1,039,739.51			

General Fund (10)

Last Updated 03/11/15

	2012 Actual	2013 Actual	2014 Budget	2014 Unaudited	2015 Budget	2015 YTD	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected
<i>Beginning Fund Balance</i>	\$ 320,089	\$ 374,112	\$ 751,955	\$ 738,327	\$ 1,006,217	\$ 1,134,599	\$ 1,134,599	\$ 728,600	\$ 571,202	\$ 401,415	\$ 280,408	\$ 200,158
Revenues												
Taxes	1,913,138	1,966,167	1,977,700	2,070,630	2,076,100	1,245,580	2,077,200	2,121,922	2,168,772	2,216,675	2,265,653	2,315,731
Licenses	44,846	39,907	40,900	47,824	57,461	1,601	57,461	58,051	58,646	59,248	59,856	60,471
Permits	171,051	210,575	201,000	331,390	264,000	41,908	264,000	266,640	268,988	271,360	273,755	276,175
Franchise Fees	832,470	865,901	837,000	901,327	851,000	133,857	851,000	882,660	899,653	916,986	934,666	952,699
Other Revenue	20,411	28,280	28,200	32,657	31,200	1,796	31,200	31,850	31,860	31,870	31,880	31,891
Court Revenue	325,275	257,910	290,000	269,935	261,000	37,305	261,000	264,915	268,889	272,922	277,016	281,171
Interest Income	26,155	18,153	22,000	6,626	7,000	1,415	7,000	7,140	7,283	7,283	7,283	7,283
Miscellaneous Revenue	123,562	32,350	24,000	39,848	29,880	5,774	29,880	29,683	26,383	26,587	27,089	27,610
Grant Revenue	225,511	4,594	13,000	3,837	-	345	345	-	-	-	-	-
Transfers	651,000	1,027,876	455,000	582,680	346,500	57,750	346,500	343,530	345,601	342,713	339,867	337,064
Total - General Fund Revenues:	4,333,419	4,451,713	3,888,800	4,286,754	3,924,141	1,527,331	3,925,586	4,064,441	4,076,075	4,145,644	4,217,066	4,290,095
Total Sources	4,653,509	4,825,825	4,640,755	5,025,081	4,930,358	2,661,930	5,060,185	4,793,041	4,647,277	4,547,059	4,497,474	4,490,253
Expenditures												
Administration	1,275,198	766,897	909,886	901,314	995,582	109,781	995,582	1,016,744	1,038,605	1,061,192	1,084,535	1,108,666
Police	1,036,993	1,096,361	1,212,836	1,107,395	1,246,588	157,794	1,246,588	1,274,730	1,303,696	1,333,514	1,364,214	1,395,830
Municipal Court	138,839	135,531	147,314	139,424	156,709	20,465	156,709	159,704	162,775	165,924	169,154	172,467
Public Works	99,926	102,708	146,414	131,429	185,922	17,679	185,922	189,617	193,404	197,288	201,270	205,354
Community Development	262,111	258,083	265,367	251,339	289,400	38,912	289,400	295,487	295,487	295,487	295,487	295,487
Street Department	600,367	674,175	360,137	343,923	382,729	55,630	382,729	392,336	402,244	412,464	423,010	433,892
Parks Department	250,508	251,594	302,008	282,741	352,079	35,853	352,079	345,662	352,810	360,169	367,748	375,555
Nature Sanctuary	17,258	19,352	28,300	27,156	31,077	2,705	31,077	31,330	31,586	31,844	32,104	32,366
Information Technology	-	45,884	46,900	33,750	40,324	1,050	40,324	40,526	40,728	40,932	41,137	41,342
Public Information	30,638	16,915	17,600	15,450	17,750	1,477	17,750	17,839	17,928	18,018	18,108	18,198
Capital Outlay (CIP)	-	-	245,750	118,562	356,175	-	356,175	240,615	189,350	132,570	83,300	42,300
Transfers	567,558	720,000	538,000	538,000	277,250	46,250	277,250	217,250	217,250	217,250	217,250	217,250
Total - General Fund Expenditures:	\$ 4,279,396	\$ 4,087,498	\$ 4,220,512	\$ 3,890,482	\$ 4,331,585	\$ 487,595	\$ 4,331,585	\$ 4,221,839	\$ 4,245,862	\$ 4,266,651	\$ 4,297,316	\$ 4,338,707
Estimated Ending Balance (deficit):	\$ 374,112	\$ 738,327	\$ 420,243	\$ 1,134,599	\$ 598,773	\$ 2,174,335	\$ 728,600	\$ 571,202	\$ 401,415	\$ 280,408	\$ 200,158	\$ 151,546

Emergency Reserve (50)

Last Updated 03/11/15

	2012 Actual	2013 Actual	2014 Budget	2014 Unaudited	2015 Budget	2015 YTD	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected
<i>Beginning Fund Balance</i>	\$ 618,931	\$ 724,989	\$ 1,070,966	\$ 1,070,966	\$ 1,387,966	\$ 1,387,966	\$ 1,387,966	\$ 1,267,966	\$ 1,267,966	\$ 1,267,966	\$ 1,267,966	\$ 1,267,966
Revenues												
Transfer from Transportation Fund	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from Sewer Fund	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from General Fund	106,058	450,000	317,000	317,000	60,000	10,000	60,000	-	-	-	-	-
Emergency Reserve Revenues:	106,058	450,000	317,000	317,000	60,000	10,000	60,000	-	-	-	-	-
Total Sources:	724,989	1,174,989	1,387,966	1,387,966	1,447,966	1,397,966	1,447,966	1,267,966	1,267,966	1,267,966	1,267,966	1,267,966
Expenditures												
Brush Creek Sewer NID	-	104,023	-	-	-	-	-	-	-	-	-	-
Brink Meyer Road NID	-	-	-	-	-	105,509	180,000	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-
Emergency Reserve Expenditures:	-	104,023	-	-	-	105,509	180,000	-	-	-	-	-
Estimated Ending Balance (deficit) :	724,989	1,070,966	1,387,966	1,387,966	1,447,966	1,292,457	1,267,966	1,267,966	1,267,966	1,267,966	1,267,966	1,267,966
TARGET (per reserve policy):	1,069,849	1,021,875	1,055,128	988,197	1,082,896	1,082,896	1,082,896	1,055,460	1,061,465	1,066,663	1,074,329	1,084,677

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAXES	1,090,600	157,399.09	1,075,885.55	98.65	14,714.45	1,044,308.64
LICENSES	57,461	785.00	1,601.00	2.79	55,860.00	2,983.00
PERMITS	264,000	33,826.92	41,907.62	15.87	222,092.38	60,850.50
FRANCHISE FEES	851,000	66,920.99	133,856.57	15.73	717,143.43	185,078.57
SALES TAXES	985,500	74,627.59	169,694.87	17.22	815,805.13	170,389.83
OTHER REVENUE	31,200	1,576.00	1,796.00	5.76	29,404.00	4,025.00
COURT REVENUE	261,000	18,515.79	37,305.30	14.29	223,694.70	35,487.30
INTEREST INCOME	7,000	715.14	1,415.39	20.22	5,584.61	1,105.53
MISCELLANEOUS REVENUE	29,880	2,250.00	6,119.00	20.48	23,761.00	5,415.10
TRANSFERS IN	346,500	28,874.99	57,749.98	16.67	288,750.02	75,833.32
TOTAL REVENUES	3,924,141	385,491.51	1,527,331.28	38.92	2,396,809.72	1,585,476.79
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATION	1,273,082	60,733.86	109,780.96	8.62	1,163,301.04	130,034.42
POLICE	1,246,588	73,927.44	157,793.52	12.66	1,088,794.48	177,423.28
MUNICIPAL COURT	156,709	10,079.17	20,464.99	13.06	136,244.01	21,422.46
PUBLIC WORKS	185,922	9,694.96	17,675.66	9.51	168,246.34	15,370.10
COMMUNITY DEVELOPMENT	291,200	19,104.23	38,912.03	13.36	252,287.97	36,914.10
STREET DEPARTMENT	382,729	26,738.47	55,629.91	14.54	327,099.09	54,261.37
PARKS DEPARTMENT	352,079	18,354.35	35,853.39	10.18	316,225.61	33,499.10
NATURE SANCTUARY	31,077	1,357.68	2,704.81	8.70	28,372.19	2,877.88
CHANNEL 2 & WEBSITE	17,750	850.05	1,049.95	5.92	16,700.05	1,750.00
TRANSFERS OUT	0	23,125.00	46,250.00	0.00	46,250.00	89,666.64
IT	40,324	1,456.55	1,476.55	3.66	38,847.45	1,351.50
CAPITAL OUTLAY	356,175	0.00	0.00	0.00	356,175.00	0.00
TOTAL EXPENDITURES	4,333,635	245,421.76	487,591.77	11.25	3,846,043.23	564,570.85
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(409,494)	140,069.75	1,039,739.51		(1,449,233.51)	1,020,905.94

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
FINANCIAL SUMMARY
REVENUES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
TAXES						
10-41001-00 Real & Personal Property Tax	920,600	9,451.59	905,376.69	98.35	15,223.31	883,597.33
10-41002-00 Penalties	4,500	294.67	417.16	9.27	4,082.84	914.87
10-41003-00 Corp Merchants & Manufacturi	140,000	146,270.33	146,270.33	104.48 (6,270.33)	137,763.42
10-41004-00 Financial Institution Tax	1,000	0.00	2,065.32	206.53 (1,065.32)	1,260.58
10-41005-00 Vehicle Tax	24,500	1,382.50	21,756.05	88.80	2,743.95	20,772.44
TOTAL TAXES	1,090,600	157,399.09	1,075,885.55	98.65	14,714.45	1,044,308.64
LICENSES						
10-41101-00 Dog License (Tags)	1,870	30.00	55.00	2.94	1,815.00	10.00
10-41102-00 Occupational License	35,326	450.00	1,176.00	3.33	34,150.00	2,973.00
10-41103-00 Peddler's Licenses	0	100.00	100.00	0.00 (100.00)	0.00
10-41104-00 Liquor Licenses	17,265	195.00	195.00	1.13	17,070.00	0.00
10-41111-00 Convenience Fees Under \$200	3,000	10.00	50.00	1.67	2,950.00	0.00
10-41112-00 Convenience Fees Over \$200	0	0.00	25.00	0.00 (25.00)	0.00
TOTAL LICENSES	57,461	785.00	1,601.00	2.79	55,860.00	2,983.00
PERMITS						
10-41201-00 Building Permits	220,000	27,008.55	32,706.40	14.87	187,293.60	51,287.50
10-41201-01 Occupancy Permit	2,500	50.00	50.00	2.00	2,450.00	0.00
10-41202-00 Sign Permits	0	30.00	150.00	0.00 (150.00)	210.00
10-41205-00 Development Permits	1,500	375.00	375.00	25.00	1,125.00	300.00
10-41205-01 Public Improvement Fees	30,000	6,063.37	7,726.22	25.75	22,273.78	8,138.00
10-41206-00 Rezoning Permits	0	300.00	300.00	0.00 (300.00)	300.00
10-41207-00 Subdivision Permit Fees	0	0.00	0.00	0.00	0.00	315.00
10-41209-00 Conditional Use Permits	0	0.00	600.00	0.00 (600.00)	300.00
10-41211-00 Engineering Reviews	10,000	0.00	0.00	0.00	10,000.00	0.00
TOTAL PERMITS	264,000	33,826.92	41,907.62	15.87	222,092.38	60,850.50
FRANCHISE FEES						
10-41301-00 Telecom Franchise	220,000	22,683.49	37,702.74	17.14	182,297.26	38,026.04
10-41302-00 Missouri Gas Energy	122,000	0.00	50,864.18	41.69	71,135.82	44,692.26
10-41303-00 Missouri American Water	125,000	26,270.79	26,270.79	21.02	98,729.21	28,282.85
10-41304-00 KC Power & Light	300,000	0.00	0.00	0.00	300,000.00	0.00
10-41305-00 Martin Marietta Stone Royalt	18,000	1,116.64	2,168.79	12.05	15,831.21	930.91
10-41306-00 Cable/Video Service Franchis	66,000	16,850.07	16,850.07	25.53	49,149.93	73,146.51
TOTAL FRANCHISE FEES	851,000	66,920.99	133,856.57	15.73	717,143.43	185,078.57
SALES TAXES						
10-41401-00 Sales Tax-General Revenue	920,000	70,081.34	159,498.45	17.34	760,501.55	160,642.78
10-41402-00 Motor Vehicle Sales Tax	42,000	2,838.60	6,430.04	15.31	35,569.96	5,746.70
10-41403-00 Motor Vehicle Fee	23,500	1,707.65	3,766.38	16.03	19,733.62	4,000.35
TOTAL SALES TAXES	985,500	74,627.59	169,694.87	17.22	815,805.13	170,389.83

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
FINANCIAL SUMMARY
REVENUES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
OTHER REVENUE						
10-41501-00 Farmers Market	1,000	0.00	0.00	0.00	1,000.00	0.00
10-41504-00 Park Shelter Reservations	12,000	0.00	0.00	0.00	12,000.00	50.00
10-41504-01 Sports Fields Reservations	4,000	1,320.00	1,540.00	38.50	2,460.00	1,460.00
10-41504-02 Park Events Reservations	10,500	256.00	256.00	2.44	10,244.00	2,515.00
10-41504-03 PLP Park Events Reservations	1,000	0.00	0.00	0.00	1,000.00	0.00
10-41505-01 Nature Sanctuary Programs	2,700	0.00	0.00	0.00	2,700.00	0.00
TOTAL OTHER REVENUE	31,200	1,576.00	1,796.00	5.76	29,404.00	4,025.00
COURT REVENUE						
10-41601-00 Fines	261,000	17,801.50	36,027.50	13.80	224,972.50	33,543.00
10-41602-00 CVC Reports	0	43.29	88.80	0.00	(88.80)	71.80
10-41602-01 Appointed Attorney Reimburse	0	299.00	549.00	0.00	(549.00)	782.50
10-41602-02 Boarding of Prisoners Reimbu	0	280.00	280.00	0.00	(280.00)	726.00
10-41603-00 Police Reports	0	92.00	360.00	0.00	(360.00)	364.00
TOTAL COURT REVENUE	261,000	18,515.79	37,305.30	14.29	223,694.70	35,487.30
INTEREST INCOME						
10-41701-00 Interest Income	7,000	715.14	1,415.39	20.22	5,584.61	1,105.53
TOTAL INTEREST INCOME	7,000	715.14	1,415.39	20.22	5,584.61	1,105.53
MISCELLANEOUS REVENUE						
10-41801-00 Miscellaneous	10,000	2,250.00	4,329.00	43.29	5,671.00	3,837.29
10-41801-03 Rebates	0	0.00	0.00	0.00	0.00	777.81
10-41801-05 Newsletter Advertising	4,000	0.00	0.00	0.00	4,000.00	0.00
10-41802-00 Leased Properties	5,880	0.00	0.00	0.00	5,880.00	800.00
10-41804-07 Bulletproof Vest Grant	0	0.00	345.00	0.00	(345.00)	0.00
10-41805-00 Sale of Vehicles/Equipment	10,000	0.00	0.00	0.00	10,000.00	0.00
10-41807-01 Insurance Claim Reimb.	0	0.00	1,445.00	0.00	(1,445.00)	0.00
TOTAL MISCELLANEOUS REVENUE	29,880	2,250.00	6,119.00	20.48	23,761.00	5,415.10
TRANSFERS IN						
10-41901-00 Transfer f Transportation Fu	245,000	20,416.66	40,833.32	16.67	204,166.68	59,166.66
10-41903-00 Administration Fee	101,500	8,458.33	16,916.66	16.67	84,583.34	16,666.66
TOTAL TRANSFERS IN	346,500	28,874.99	57,749.98	16.67	288,750.02	75,833.32
TOTAL REVENUE	3,924,141	385,491.51	1,527,331.28	38.92	2,396,809.72	1,585,476.79

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
ADMINISTRATION
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-501.01-01-00 Salaries	297,608	22,794.05	45,052.85	15.14	252,555.15	44,109.18
10-501.01-11-00 Mayor and Aldermen	57,600	4,430.90	8,446.40	14.66	49,153.60	8,861.80
10-501.01-21-00 FICA & Medicare	26,785	1,964.20	3,846.60	14.36	22,938.40	3,861.83
10-501.01-22-00 Retirement	23,300	1,939.67	3,234.34	13.88	20,065.66	2,212.31
10-501.01-32-00 Exp Allowance-Bd of Alde	0	360.00	765.00	0.00 (765.00)	810.00
10-501.01-33-00 Auto Allow-City Administ	1,200	100.00	200.00	16.67	1,000.00	200.00
10-501.01-40-00 Membership Fees & Dues -	1,000	0.00	315.00	31.50	685.00	221.00
10-501.01-41-00 Membership Fees & Dues -	2,970	67.00	207.00	6.97	2,763.00	206.00
10-501.01-41-02 Professional Dev - Staff	11,320	813.43	1,431.76	12.65	9,888.24	1,215.38
10-501.01-41-03 Professional Dev - Board	5,850	(1,654.76)	265.00	4.53	5,585.00	357.00
TOTAL PERSONNEL	427,633	30,814.49	63,763.95	14.91	363,869.05	62,054.50
INSURANCE						
10-501.02-01-00 Liability Insurance	90,000	0.00	0.00	0.00	90,000.00	0.00
10-501.02-01-01 Insurance Deductible	20,000	0.00	0.00	0.00	20,000.00	0.00
10-501.02-02-00 Health, Life & Dental	27,930	2,779.96	8,242.90	29.51	19,687.10	5,558.38
10-501.02-03-00 Workers Compensation	1,650	0.00	0.00	0.00	1,650.00	0.00
10-501.02-04-00 Unemployment	2,500	0.00	0.00	0.00	2,500.00	0.00
10-501.02-05-00 Property Insurance	20,959	0.00	0.00	0.00	20,959.00	0.00
TOTAL INSURANCE	163,039	2,779.96	8,242.90	5.06	154,796.10	5,558.38
UTILITIES						
10-501.03-01-00 Telephone & Voicemail	6,000	0.00	491.10	8.19	5,508.90	485.38
10-501.03-02-00 Electricity	55,000	4,717.48	4,717.48	8.58	50,282.52	11,682.29
10-501.03-04-00 Water	6,000	283.41	553.61	9.23	5,446.39	967.75
10-501.03-05-00 Mobile Phones & Pagers	120	10.00	10.00	8.33	110.00	0.00
10-501.03-07-00 Train Depot Utilities	0	0.00	16.47	0.00 (16.47)	2,150.61
10-501.03-08-00 Cable	2,100	175.00	350.00	16.67	1,750.00	175.00
10-501.03-09-00 Trash Hauling	300	0.00	75.00	25.00	225.00	75.00
TOTAL UTILITIES	69,520	5,185.89	6,213.66	8.94	63,306.34	15,536.03
CAPITAL EXPENDITURES						
10-501.04-22-00 Lease Purchase-Office Eq	1,025	0.00	0.00	0.00	1,025.00	246.50
TOTAL CAPITAL EXPENDITURES	1,025	0.00	0.00	0.00	1,025.00	246.50
OTHER PURCHASES						
10-501.05-01-00 Office Supplies & Consum	5,500	443.97	832.86	15.14	4,667.14	893.26
10-501.05-02-00 Postage	1,500	58.63	958.63	63.91	541.37	129.28
10-501.05-04-00 Printing	600	264.84	371.50	61.92	228.50	158.66
10-501.05-05-00 Publications	200	236.00	236.00	118.00 (36.00)	236.00
TOTAL OTHER PURCHASES	7,800	1,003.44	2,398.99	30.76	5,401.01	1,417.20
MAINTENANCE						
10-501.06-01-00 Building Maint & Repair	20,000	113.92	163.92	0.82	19,836.08	200.01
10-501.06-01-01 HVAC Maintenance & Repai	2,500	0.00	0.00	0.00	2,500.00 (427.25)
10-501.06-02-00 Janitorial Services/Supp	11,000	830.08	1,017.90	9.25	9,982.10	1,004.98
10-501.06-11-00 Train Depot Maint	6,200	9.26	9.26	0.15	6,190.74	0.00

C I T Y O F P A R K V I L L E
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
ADMINISTRATION
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-501.06-34-00 Office Equipment Mainten	2,750	133.42	277.09	10.08	2,472.91	372.22
TOTAL MAINTENANCE	42,450	1,086.68	1,468.17	3.46	40,981.83	1,149.96
<u>CITY SERVICES</u>						
10-501.07-01-00 Elections	2,650	1,511.58	1,565.71	59.08	1,084.29	1,802.19
10-501.07-02-00 Advertising/Public Notic	6,120	0.00	35.78	0.58	6,084.22	18.00
10-501.07-04-00 Credit Card Fees	3,000	0.00	0.00	0.00	3,000.00	0.00
10-501.07-47-00 MARC HHW Program	5,800	0.00	5,776.16	99.59	23.84	0.00
10-501.07-99-00 FOPAS - Animal Control	6,000	500.00	1,000.00	16.67	5,000.00	0.00
TOTAL CITY SERVICES	23,570	2,011.58	8,377.65	35.54	15,192.35	1,820.19
<u>PROFESSIONAL FEES</u>						
10-501.08-01-00 Attorney/Legal Fees	135,000	15,320.56	15,320.56	11.35	119,679.44	14,251.40
10-501.08-01-01 Litigation (New)	60,000	0.00	0.00	0.00	60,000.00	5,061.92
10-501.08-02-00 Auditor Fees	12,000	0.00	0.00	0.00	12,000.00	0.00
10-501.08-02-02 Professional Services	38,635	2,154.00	3,109.40	8.05	35,525.60	21,679.80
TOTAL PROFESSIONAL FEES	245,635	17,474.56	18,429.96	7.50	227,205.04	40,993.12
<u>OTHER EXPENDITURES</u>						
10-501.09-04-00 Holiday Decorations	900	0.00	350.00	38.89	550.00	350.00
10-501.09-05-01 Website Maintenance	0	0.00	0.00	0.00	0.00	695.00
10-501.09-11-00 Cemetery Maintenance	4,000	0.00	0.00	0.00	4,000.00	0.00
10-501.09-20-02 Exec Session Meeting Sup	2,650	132.13	198.07	7.47	2,451.93	26.78
10-501.09-20-03 Finance Committee Mtg Su	0	0.00	0.00	0.00	0.00	80.90
10-501.09-20-07 Meeting Supplies	500	0.00	0.00	0.00	500.00	39.99
10-501.09-21-00 Misc-Other	6,860	245.13	337.61	4.92	6,522.39	65.87
TOTAL OTHER EXPENDITURES	14,910	377.26	885.68	5.94	14,024.32	1,258.54
<u>TRANSFERS-OTHER SOURCES</u>						
10-501.20-20-00 Transfer to Emergency Re	60,000	0.00	0.00	0.00	60,000.00	0.00
10-501.20-21-00 Transfer to Debt Service	217,500	0.00	0.00	0.00	217,500.00	0.00
TOTAL TRANSFERS-OTHER SOURCES	277,500	0.00	0.00	0.00	277,500.00	0.00
TOTAL ADMINISTRATION	1,273,082	60,733.86	109,780.96	8.62	1,163,301.04	130,034.42

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 --General Fund
POLICE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-505.01-01-00 Salaries	825,658	50,877.46	108,402.39	13.13	717,255.61	128,673.71
10-505.01-03-00 Overtime	15,000	1,130.55	1,649.87	11.00	13,350.13	2,681.38
10-505.01-21-00 FICA & Medicare	63,533	3,816.93	8,111.07	12.77	55,421.93	9,513.54
10-505.01-22-00 Retirement	54,614	3,150.08	5,449.03	9.98	49,164.97	5,094.20
10-505.01-41-00 Membership Fees & Dues	950	50.00	50.00	5.26	900.00	170.00
10-505.01-41-02 Professional Development	4,500	16.00	32.00	0.71	4,468.00	12.75
10-505.01-43-00 Tuition Reimbursement	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL PERSONNEL	966,255	59,041.02	123,694.36	12.80	842,560.64	146,145.58
<u>INSURANCE</u>						
10-505.02-02-00 Health, Life & Dental	124,434	10,200.29	28,484.19	22.89	95,949.81	23,764.69
10-505.02-03-00 Workers Compensation	45,699	0.00	0.00	0.00	45,699.00	0.00
10-505.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL INSURANCE	171,633	10,200.29	28,484.19	16.60	143,148.81	23,764.69
<u>UTILITIES</u>						
10-505.03-01-00 Telephone & Voicemail	1,500	119.12	119.12	7.94	1,380.88	106.85
10-505.03-05-00 Mobile Phone & Pagers	4,500	65.32	376.32	8.36	4,123.68	422.05
TOTAL UTILITIES	6,000	184.44	495.44	8.26	5,504.56	528.90
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-505.05-01-00 Office Supplies & Consum	2,800	93.98	131.23	4.69	2,668.77	59.00
10-505.05-02-00 Postage	250	9.38	9.38	3.75	240.62	13.91
10-505.05-04-00 Printing	500	0.00	0.00	0.00	500.00	0.00
10-505.05-20-00 Small Office Equipment	1,000	0.00	0.00	0.00	1,000.00	0.00
10-505.05-21-00 Equipment and Handtools	7,000	55.20	55.20	0.79	6,944.80	54.70
10-505.05-22-01 Terminal - Rejis	1,400	0.00	65.07	4.65	1,334.93	125.12
10-505.05-22-02 Terminal - Platte Co	2,200	0.00	0.00	0.00	2,200.00	503.58
10-505.05-31-00 Uniforms	7,000	647.86	647.86	9.26	6,352.14	1,312.87
10-505.05-99-00 Other Purchases	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	22,650	618.46	908.74	4.01	21,741.26	2,069.18
<u>MAINTENANCE</u>						
10-505.06-21-00 Vehicle Repair & Mainten	15,000	1,591.07	1,718.57	11.46	13,281.43	511.85
10-505.06-21-01 Equipment Repair & Maint	1,400	0.00	0.00	0.00	1,400.00	0.00
10-505.06-22-00 Vehicle Gas & Oil	50,000	1,576.10	1,576.10	3.15	48,423.90	3,610.98
10-505.06-32-02 Crimestar Maintenance	1,500	0.00	0.00	0.00	1,500.00	0.00
10-505.06-34-00 Office Equipment/Mainten	1,100	95.06	190.12	17.28	909.88	152.10
TOTAL MAINTENANCE	69,000	3,262.23	3,484.79	5.05	65,515.21	4,274.93
<u>CITY SERVICES</u>						
10-505.07-56-00 Hiring/Substance Screeni	4,000	261.00	366.00	9.15	3,634.00	0.00
10-505.07-57-00 Crime Commission	500	0.00	0.00	0.00	500.00	0.00
10-505.07-81-00 Lab Work	2,000	0.00	0.00	0.00	2,000.00	0.00
10-505.07-90-00 Contractual Service Agre	2,000	360.00	360.00	18.00	1,640.00	360.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
POLICE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-505.07-99-00 Other City Services	700	0.00	0.00	0.00	700.00	0.00
TOTAL CITY SERVICES	9,200	621.00	726.00	7.89	8,474.00	360.00
<u>OTHER EXPENDITURES</u>						
10-505.09-21-00 Miscellaneous	350	0.00	0.00	0.00	350.00	100.00
10-505.09-21-04 Harvester Deer Donation	1,500	0.00	0.00	0.00	1,500.00	180.00
TOTAL OTHER EXPENDITURES	1,850	0.00	0.00	0.00	1,850.00	280.00
TOTAL POLICE	1,246,588	73,927.44	157,793.52	12.66	1,088,794.48	177,423.28

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
MUNICIPAL COURT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-510.01-01-00 Salaries	50,483	3,909.56	7,567.66	14.99	42,915.34	7,320.89
10-510.01-11-00 Judge	18,000	1,384.62	2,769.24	15.38	15,230.76	2,769.24
10-510.01-21-00 FICA & Medicare	5,250	405.42	792.84	15.10	4,457.16	759.46
10-510.01-22-00 Retirement	2,006	173.42	284.09	14.16	1,721.91	219.90
10-510.01-32-00 Expense Allow - Judge	540	45.00	135.00	25.00	405.00	90.00
10-510.01-41-00 Memberships, Fees & Dues	500	0.00	150.00	30.00	350.00	0.00
10-510.01-41-02 Professional Development	4,200	0.00	0.00	0.00	4,200.00	25.00
10-510.01-51-00 Prosecutor/Assistant	22,200	1,850.00	3,700.00	16.67	18,500.00	3,700.00
10-510.01-51-02 Public Defender	7,200	600.00	1,200.00	16.67	6,000.00	1,083.34
TOTAL PERSONNEL	110,379	8,368.02	16,598.83	15.04	93,780.17	15,967.83
INSURANCE						
10-510.02-02-00 Health, Life & Dental	8,280	783.82	2,213.03	26.73	6,066.97	1,548.25
10-510.02-03-00 Workers Compensation	4,080	0.00	0.00	0.00	4,080.00	0.00
TOTAL INSURANCE	12,360	783.82	2,213.03	17.90	10,146.97	1,548.25
UTILITIES						
10-510.03-05-00 Mobile Phone & Pagers	120	10.00	20.00	16.67	100.00	20.00
TOTAL UTILITIES	120	10.00	20.00	16.67	100.00	20.00
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-510.05-01-00 Office Supplies & Consum	1,800	0.00	108.28	6.02	1,691.72	20.71
10-510.05-02-00 Postage	500	17.32	17.32	3.46	482.68	32.80
10-510.05-04-00 Printing	4,000	0.00	0.00	0.00	4,000.00	1,011.81
10-510.05-05-00 Publications	350	0.00	0.00	0.00	350.00	0.00
10-510.05-06-00 Processing Fees	2,200	157.99	157.99	7.18	2,042.01	0.00
TOTAL OTHER PURCHASES	8,850	175.31	283.59	3.20	8,566.41	1,065.32
MAINTENANCE						
10-510.06-32-00 REJIS System	700	0.00	0.00	0.00	700.00	0.00
10-510.06-33-00 Software Support Agreeme	2,500	0.00	0.00	0.00	2,500.00	0.00
10-510.06-34-00 Office Equipment Mainten	800	12.70	22.30	2.79	777.70	275.00
TOTAL MAINTENANCE	4,000	12.70	22.30	0.56	3,977.70	275.00
CITY SERVICES						
10-510.07-80-00 Boarding of Prisoners	14,000	140.00	140.00	1.00	13,860.00	1,030.45
10-510.07-82-00 Bailiff	6,000	454.92	924.59	15.41	5,075.41	1,027.61
10-510.07-82-01 Translator	800	0.00	128.25	16.03	671.75	473.00
TOTAL CITY SERVICES	20,800	594.92	1,192.84	5.73	19,607.16	2,531.06
OTHER EXPENDITURES						
10-510.09-21-00 Miscellaneous	200	134.40	134.40	67.20	65.60	15.00
TOTAL OTHER EXPENDITURES	200	134.40	134.40	67.20	65.60	15.00
TOTAL MUNICIPAL COURT	156,709	10,079.17	20,464.99	13.06	136,244.01	21,422.46

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 28TH, 2015

10 -General Fund
 PUBLIC WORKS
 EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-515.01-01-00 Salaries	121,245	6,919.22	12,573.06	10.37	108,671.94	11,616.30
10-515.01-21-00 FICA & Medicare	9,109	517.23	937.65	10.29	8,171.35	864.94
10-515.01-22-00 Retirement	4,337	0.00	0.00	0.00	4,337.00	429.80
10-515.01-33-00 Auto Allow-Public Wks Di	3,000	0.00	250.00	8.33	2,750.00	500.00
10-515.01-41-00 Membership Fees & Dues	750	0.00	0.00	0.00	750.00	235.00
10-515.01-41-02 Professional Development	3,600	0.00	0.00	0.00	3,600.00	62.95
TOTAL PERSONNEL	142,041	7,436.45	13,760.71	9.69	128,280.29	13,708.99
<u>INSURANCE</u>						
10-515.02-02-00 Health, Life & Dental	12,056	1,082.33	2,092.77	17.36	9,963.23	974.68
10-515.02-03-00 Workers Compensation	815	0.00	0.00	0.00	815.00	0.00
10-515.02-04-00 Unemployment	1,280	0.00	0.00	0.00	1,280.00	0.00
TOTAL INSURANCE	14,151	1,082.33	2,092.77	14.79	12,058.23	974.68
<u>UTILITIES</u>						
10-515.03-05-00 Mobile Phones & Pagers	480	0.00	40.00	8.33	440.00	80.00
TOTAL UTILITIES	480	0.00	40.00	8.33	440.00	80.00
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-515.05-01-00 Office Supplies & Consum	750	222.58	222.58	29.68	527.42	0.00
10-515.05-02-00 Postage	150	0.00	0.00	0.00	150.00	0.43
10-515.05-04-00 Printing	250	0.00	0.00	0.00	250.00	0.00
10-515.05-31-00 Uniforms	100	0.00	0.00	0.00	100.00	0.00
TOTAL OTHER PURCHASES	1,250	222.58	222.58	17.81	1,027.42	0.43
<u>MAINTENANCE</u>						
10-515.06-36-00 Torhado Siren	2,500	0.00	606.00	24.24	1,894.00	606.00
TOTAL MAINTENANCE	2,500	0.00	606.00	24.24	1,894.00	606.00
<u>PROFESSIONAL FEES</u>						
10-515.08-03-00 Engineer & Planning Fees	25,000	900.00	900.00	3.60	24,100.00	0.00
TOTAL PROFESSIONAL FEES	25,000	900.00	900.00	3.60	24,100.00	0.00
<u>OTHER EXPENDITURES</u>						
10-515.09-21-00 Miscellaneous	500	53.60	53.60	10.72	446.40	0.00
TOTAL OTHER EXPENDITURES	500	53.60	53.60	10.72	446.40	0.00
TOTAL PUBLIC WORKS	185,922	9,694.96	17,675.66	9.51	168,246.34	15,370.10

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
COMMUNITY DEVELOPMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-518.01-01-00 Salaries	198,900	13,926.86	27,913.61	14.03	170,986.39	27,858.86
10-518.01-21-00 FICA & Medicare	15,216	1,021.82	2,049.82	13.47	13,166.18	1,931.48
10-518.01-22-00 Retirement	10,713	821.68	1,319.19	12.31	9,393.81	1,007.04
10-518.01-31-00 Auto Allowance - Other	2,400	200.00	400.00	16.67	2,000.00	400.00
10-518.01-41-00 Membership Fees & Dues	1,675	365.00	365.00	21.79	1,310.00	0.00
10-518.01-41-02 Professional Development	5,400	0.00	40.00	0.74	5,360.00	400.00
TOTAL PERSONNEL	234,304	16,335.36	32,087.62	13.69	202,216.38	31,597.38
<u>INSURANCE</u>						
10-518.02-02-00 Health, Life & Dental	23,219	2,099.24	5,670.02	24.42	17,548.98	4,645.12
10-518.02-03-00 Workers Compensation	1,007	0.00	0.00	0.00	1,007.00	0.00
10-518.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	25,226	2,099.24	5,670.02	22.48	19,555.98	4,645.12
<u>UTILITIES</u>						
10-518.03-05-00 Mobile Phones & Pagers	1,600	16.48	131.84	8.24	1,468.16	114.48
TOTAL UTILITIES	1,600	16.48	131.84	8.24	1,468.16	114.48
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-518.05-01-00 Office Supplies & Consum	1,600	0.00	0.00	0.00	1,600.00	307.79
10-518.05-02-00 Postage	750	0.00	0.00	0.00	750.00	17.69
10-518.05-04-00 Printing	500	0.00	0.00	0.00	500.00	0.00
10-518.05-05-00 Publications	870	0.00	0.00	0.00	870.00	0.00
10-518.05-21-00 Equipment & Handtools	300	0.00	0.00	0.00	300.00	0.00
10-518.05-31-00 Uniforms	200	0.00	0.00	0.00	200.00	0.00
TOTAL OTHER PURCHASES	4,220	0.00	0.00	0.00	4,220.00	325.48
<u>MAINTENANCE</u>						
10-518.06-21-00 Vehicle Repair & Mainten	2,200	341.46	440.46	20.02	1,759.54	0.00
10-518.06-22-00 Vehicle Gas & Oil	1,800	102.58	102.58	5.70	1,697.42	105.23
TOTAL MAINTENANCE	4,000	444.04	543.04	13.58	3,456.96	105.23
<u>CITY SERVICES</u>						
10-518.07-02-01 Public Notices	2,000	172.71	193.11	9.66	1,806.89	126.41
10-518.07-04-00 Code Enforcement	15,000	0.00	0.00	0.00	15,000.00	0.00
TOTAL CITY SERVICES	17,000	172.71	193.11	1.14	16,806.89	126.41
<u>PROFESSIONAL FEES</u>						
10-518.08-03-00 Engineering & Planning F	3,000	0.00	0.00	0.00	3,000.00	0.00
10-518.08-03-02 NPDES II / Arcview	1,500	0.00	250.00	16.67	1,250.00	0.00
TOTAL PROFESSIONAL FEES	4,500	0.00	250.00	5.56	4,250.00	0.00
<u>OTHER EXPENDITURES</u>						
10-518.09-20-00 Planning Com. Meeting Su	150	0.00	0.00	0.00	150.00	0.00
10-518.09-21-00 Miscellaneous	200	36.40	36.40	18.20	163.60	0.00
TOTAL OTHER EXPENDITURES	350	36.40	36.40	10.40	313.60	0.00
TOTAL COMMUNITY DEVELOPMENT	291,200	19,104.23	38,912.03	13.36	252,287.97	36,914.10

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
STREET DEPARTMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-520.01-01-00 Salaries	232,262	17,276.36	34,030.65	14.65	198,231.35	37,338.98
10-520.01-03-00 Overtime	13,500	1,426.43	2,409.94	17.85	11,090.06	4,074.02
10-520.01-21-00 FICA & Medicare	17,718	1,364.23	2,645.57	14.93	15,072.43	3,060.05
10-520.01-22-00 Retirement	13,703	1,001.69	1,605.53	11.72	12,097.47	1,377.95
10-520.01-41-02 Professional Development	300	0.00	0.00	0.00	300.00	0.00
TOTAL PERSONNEL	277,483	21,068.71	40,691.69	14.66	236,791.31	45,851.00
INSURANCE						
10-520.02-02-00 Health, Life & Dental	38,280	4,057.13	12,870.05	33.62	25,409.95	5,584.18
10-520.02-03-00 Workers Compensation	29,016	0.00	0.00	0.00	29,016.00	0.00
10-520.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL INSURANCE	68,796	4,057.13	12,870.05	18.71	55,925.95	5,584.18
UTILITIES						
10-520.03-01-00 Telephone & Voicemail	1,500	90.58	130.58	8.71	1,369.42	166.16
10-520.03-02-00 Electricity	3,400	381.37	381.37	11.22	3,018.63	403.24
10-520.03-03-00 Gas	2,200	370.26	370.26	16.83	1,829.74	666.69
10-520.03-04-00 Water	4,000	391.13	508.87	12.72	3,491.13	595.76
10-520.03-05-00 Mobile Phones & Pagers	2,800	0.24	184.74	6.60	2,615.26	144.80
10-520.03-09-00 Trash Hauling	600	0.00	0.00	0.00	600.00	0.00
TOTAL UTILITIES	14,500	1,233.58	1,575.82	10.87	12,924.18	1,976.65
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-520.05-01-00 Office Supplies & Consum	800	94.97	94.97	11.87	705.03	80.95
10-520.05-20-00 Small Office Equipment	400	0.00	0.00	0.00	400.00	0.00
10-520.05-21-00 Handtools	5,000	175.98	289.28	5.79	4,710.72	618.45
10-520.05-31-00 Uniforms	2,600	108.10	108.10	4.16	2,491.90	0.00
TOTAL OTHER PURCHASES	8,800	379.05	492.35	5.59	8,307.65	699.40
MAINTENANCE						
10-520.06-21-01 Equipment Repair & Maint	0	0.00	0.00	0.00	0.00	90.14
TOTAL MAINTENANCE	0	0.00	0.00	0.00	0.00	90.14
CITY SERVICES						
10-520.07-43-00 Spring/Fall Cleanup	9,000	0.00	0.00	0.00	9,000.00	0.00
10-520.07-43-01 Recycling Extravaganza	1,500	0.00	0.00	0.00	1,500.00	0.00
10-520.07-43-02 HW Collection Event	400	0.00	0.00	0.00	400.00	0.00
10-520.07-51-00 Mosquito & Weed Control	2,000	0.00	0.00	0.00	2,000.00	0.00
10-520.07-55-00 Animal Control	100	0.00	0.00	0.00	100.00	0.00
TOTAL CITY SERVICES	13,000	0.00	0.00	0.00	13,000.00	0.00
PROFESSIONAL FEES						
10-520.08-03-02 NPDES II/Arcview Program	0	0.00	0.00	0.00	0.00	60.00
TOTAL PROFESSIONAL FEES	0	0.00	0.00	0.00	0.00	60.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
STREET DEPARTMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<hr/>						
<u>OTHER EXPENDITURES</u>						
10-520.09-21-00 Miscellaneous	<u>150</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>150.00</u>	<u>0.00</u>
TOTAL OTHER EXPENDITURES	<u>150</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>150.00</u>	<u>0.00</u>
TOTAL STREET DEPARTMENT	382,729	26,738.47	55,629.91	14.54	327,099.09	54,261.37

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
PARKS DEPARTMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-525.01-01-00 Salaries	121,500	9,221.08	18,373.54	15.12	103,126.46	19,418.75
10-525.01-03-00 Overtime	7,500	659.23	974.05	12.99	6,525.95	1,589.04
10-525.01-05-00 Seasonal Landscape Maint	33,800	0.00	0.00	0.00	33,800.00	0.00
10-525.01-21-00 FICA & Medicare	9,975	691.57	1,351.54	13.55	8,623.46	1,474.26
10-525.01-22-00 Retirement	7,073	582.94	923.38	13.05	6,149.62	777.29
10-525.01-41-00 Membership Fees & Dues	100	0.00	0.00	0.00	100.00	0.00
10-525.01-41-02 Professional Development	100	0.00	0.00	0.00	100.00	0.00
TOTAL PERSONNEL	180,048	11,154.82	21,622.51	12.01	158,425.49	23,259.34
<u>INSURANCE</u>						
10-525.02-02-00 Health, Life & Dental	21,001	2,002.26	5,890.21	28.05	15,110.79	3,867.76
10-525.02-03-00 Workers Compensation	8,705	0.00	0.00	0.00	8,705.00	0.00
10-525.02-04-00 Unemployment	500	0.00	0.00	0.00	500.00	0.00
TOTAL INSURANCE	30,206	2,002.26	5,890.21	19.50	24,315.79	3,867.76
<u>UTILITIES</u>						
10-525.03-01-00 Telephone & Voicemail	1,700	153.24	153.24	9.01	1,546.76	134.50
10-525.03-02-00 Electricity	14,550	1,073.12	2,338.59	16.07	12,211.41	2,079.53
10-525.03-03-00 Gas	1,500	229.35	229.35	15.29	1,270.65	507.36
10-525.03-04-00 Water	12,500	335.23	724.78	5.80	11,775.22	749.04
10-525.03-05-00 Mobile Phones & Pagers	2,250	64.75	85.25	3.79	2,164.75	140.16
10-525.03-09-00 Trash Hauling	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL UTILITIES	34,000	1,855.69	3,531.21	10.39	30,468.79	3,610.59
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-525.05-01-00 Office Supplies & Consum	500	60.08	60.08	12.02	439.92	61.70
10-525.05-02-00 Postage	75	0.00	0.00	0.00	75.00	8.75
10-525.05-04-00 Printing	400	0.00	0.00	0.00	400.00	0.00
10-525.05-05-00 Publications	100	0.00	0.00	0.00	100.00	0.00
10-525.05-20-00 Small Office Equipment	100	0.00	0.00	0.00	100.00	0.00
10-525.05-21-00 Equipment & Handtools	5,500	518.51	692.79	12.60	4,807.21	225.00
10-525.05-31-00 Uniforms	1,500	0.00	318.10	21.21	1,181.90	0.00
10-525.05-41-01 Restroom Supplies	2,200	18.54	18.54	0.84	2,181.46	53.86
10-525.05-41-02 Trash Bags	3,800	454.06	670.72	17.65	3,129.28	0.00
10-525.05-41-03 Park Enhancements	7,000	0.00	15.86	0.23	6,984.14	0.00
10-525.05-42-00 Grass Seed & Fertilizer	2,800	0.00	0.00	0.00	2,800.00	0.00
10-525.05-99-00 Other Purchases	500	22.68	22.68	4.54	477.32	0.00
TOTAL OTHER PURCHASES	24,475	953.71	1,798.77	7.35	22,676.23	349.31
<u>MAINTENANCE</u>						
10-525.06-01-00 Buildings Maint & Repair	6,900	144.00	256.50	3.72	6,643.50	341.87
10-525.06-03-00 Restrooms	5,300	0.00	0.00	0.00	5,300.00	0.00
10-525.06-05-01 Stage Maintenance	150	0.00	0.00	0.00	150.00	0.00
10-525.06-05-02 Ballfield Maintenance	6,600	0.00	0.00	0.00	6,600.00	0.00
10-525.06-05-03 Trail Maintenance	3,600	144.42	144.42	4.01	3,455.58	0.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
PARKS DEPARTMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-525.06-12-00 Playground Equipment Rep	2,000	0.00	0.00	0.00	2,000.00	0.00
10-525.06-13-00 Spirit Fountain	3,500	0.00	0.00	0.00	3,500.00	0.00
10-525.06-21-00 Vehicle Repair & Mainten	6,500	154.40	493.05	7.59	6,006.95	499.76
10-525.06-21-01 Equipment Repair & Maint	3,500	217.17	388.84	11.11	3,111.16	268.12
10-525.06-21-02 Tractor Mowing Equipment	5,500	1,314.88	1,314.88	23.91	4,185.12	0.00
10-525.06-22-00 Vehicle Gas & Oil	7,500	379.17	379.17	5.06	7,120.83	742.94
10-525.06-22-01 Equipment Gas & Oil	5,000	33.83	33.83	0.68	4,966.17	119.41
TOTAL MAINTENANCE	56,050	2,387.87	3,010.69	5.37	53,039.31	1,972.10
<u>CITY SERVICES</u>						
10-525.07-20-00 Rental of Portable Toile	3,000	0.00	0.00	0.00	3,000.00	440.00
10-525.07-51-00 Mosquito & Weed Control	2,800	0.00	0.00	0.00	2,800.00	0.00
10-525.07-51-01 Landscaping	2,500	0.00	0.00	0.00	2,500.00	0.00
10-525.07-52-00 Tree Trimming & Removal	9,000	0.00	0.00	0.00	9,000.00	0.00
10-525.07-53-00 Tree Planting	8,000	0.00	0.00	0.00	8,000.00	0.00
10-525.07-60-00 Rental Equipment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL CITY SERVICES	26,300	0.00	0.00	0.00	26,300.00	440.00
<u>OTHER EXPENDITURES</u>						
10-525.09-21-00 Miscellaneous	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL OTHER EXPENDITURES	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL PARKS DEPARTMENT	352,079	18,354.35	35,853.39	10.18	316,225.61	33,499.10

REVENUE AND EXPENSE REPORT

AS OF: FEBRUARY 28TH, 2015

10 -General Fund
NATURE SANCTUARY
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-535.01-01-00 Salaries	18,000	1,153.92	2,307.84	12.82	15,692.16	2,307.84
10-535.01-21-00 FICA & Medicare	1,377	88.28	176.56	12.82	1,200.44	176.56
10-535.01-31-00 Expense Allowance-Other	200	0.00	0.00	0.00	200.00	0.00
TOTAL PERSONNEL	19,577	1,242.20	2,484.40	12.69	17,092.60	2,484.40
<u>UTILITIES</u>						
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-535.05-01-00 Office Supplies & Consum	100	0.00	0.00	0.00	100.00	0.00
10-535.05-02-00 Postage	50	0.00	0.00	0.00	50.00	0.00
10-535.05-04-00 Printing	500	0.00	0.00	0.00	500.00	0.00
10-535.05-21-00 Equipment & Handtools	400	0.00	0.00	0.00	400.00	87.35
10-535.05-41-00 Materials	1,000	0.00	0.00	0.00	1,000.00	14.00
10-535.05-42-00 Program Expenses	2,700	5.18	5.18	0.19	2,694.82	0.00
TOTAL OTHER PURCHASES	4,750	5.18	5.18	0.11	4,744.82	101.35
<u>MAINTENANCE</u>						
10-535.06-01-00 Building Maintenance & R	950	0.00	104.93	11.05	845.07	0.00
10-535.06-05-03 Trail Maintenance	3,500	0.00	0.00	0.00	3,500.00	0.00
10-535.06-21-00 Vehicle Repair & Mainten	1,000	110.30	110.30	11.03	889.70	292.13
10-535.06-21-01 Equipment Repair & Maint	150	0.00	0.00	0.00	150.00	0.00
10-535.06-22-00 Vehicle Gas & Oil	400	0.00	0.00	0.00	400.00	0.00
TOTAL MAINTENANCE	6,000	110.30	215.23	3.59	5,784.77	292.13
<u>CITY SERVICES</u>						
10-535.07-51-00 Mosquito & Weed Control	250	0.00	0.00	0.00	250.00	0.00
TOTAL CITY SERVICES	250	0.00	0.00	0.00	250.00	0.00
<u>OTHER EXPENDITURES</u>						
10-535.09-21-00 Miscellaneous	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER EXPENDITURES	500	0.00	0.00	0.00	500.00	0.00
TOTAL NATURE SANCTUARY	31,077	1,357.68	2,704.81	8.70	28,372.19	2,877.88

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
CHANNEL 2 & WEBSITE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-540.01-52-00 Technical Consultant/Int	10,200	850.00	850.00	8.33	9,350.00	1,799.40
10-540.01-53-00 Production Assistant/Int	2,100	100.00	100.00	4.76	2,000.00	250.00
TOTAL PERSONNEL	12,300	950.00	950.00	7.72	11,350.00	2,049.40
CAPITAL EXPENDITURES						
10-540.04-11-00 Computers & Programming	0	0.00	0.00	0.00	0.00 (299.40)
10-540.04-21-00 Office Equipment	200	0.00	0.00	0.00	200.00	0.00
TOTAL CAPITAL EXPENDITURES	200	0.00	0.00	0.00	200.00 (299.40)
OTHER PURCHASES						
10-540.05-03-00 Computer Equip/Access/Pr	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	500	0.00	0.00	0.00	500.00	0.00
MAINTENANCE						
10-540.06-31-00 Computer Maintenance	500	0.00	0.00	0.00	500.00	0.00
TOTAL MAINTENANCE	500	0.00	0.00	0.00	500.00	0.00
OTHER EXPENDITURES						
10-540.09-05-00 Newsletter/Website	4,000	0.00	0.00	0.00	4,000.00	0.00
10-540.09-05-01 Website Maintenance	250	(99.95)	99.95	39.98	150.05	0.00
TOTAL OTHER EXPENDITURES	4,250	(99.95)	99.95	2.35	4,150.05	0.00
TOTAL CHANNEL 2 & WEBSITE	17,750	850.05	1,049.95	5.92	16,700.05	1,750.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
TRANSFERS OUT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
10-550.20-04-00 Transfer to Reserve Fund	0	5,000.00	10,000.00	0.00 (10,000.00)	52,833.32
10-550.20-21-00 Transfer to Debt Service	0	18,125.00	36,250.00	0.00 (36,250.00)	36,833.32
TOTAL TRANSFERS-OTHER SOURCES	0	23,125.00	46,250.00	0.00 (46,250.00)	89,666.64
TOTAL TRANSFERS OUT	0	23,125.00	46,250.00	0.00 (46,250.00)	89,666.64

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
IT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-555.01-52-00 Information Technology S	21,000	0.00	0.00	0.00	21,000.00	1,351.50
TOTAL PERSONNEL	21,000	0.00	0.00	0.00	21,000.00	1,351.50
<u>INSURANCE</u>						
10-555.02-01-00 Equipment	1,500	0.00	0.00	0.00	1,500.00	0.00
10-555.02-02-00 Software	15,310	1,082.55	1,082.55	7.07	14,227.45	0.00
10-555.02-04-00 Domain Registrations	390	20.00	20.00	5.13	370.00	0.00
TOTAL INSURANCE	17,200	1,102.55	1,102.55	6.41	16,097.45	0.00
<u>MAINTENANCE</u>						
10-555.06-01-00 Maintenance & Repair	2,124	354.00	374.00	17.61	1,750.00	0.00
TOTAL MAINTENANCE	2,124	354.00	374.00	17.61	1,750.00	0.00
TOTAL IT	40,324	1,456.55	1,476.55	3.66	38,847.45	1,351.50

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

10 -General Fund
CAPITAL OUTLAY
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
TOTAL EXPENDITURES	3,977,460	245,421.76	487,591.77	12.26	3,489,868.23	564,570.85
EXCESS REVENUES OVER/(UNDER) EXPENDITURE (53,319)	140,069.75	1,039,739.51		0.00	1,020,905.94

Sewer Fund (30)

Last Updated 03/11/15

	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2014 Unaudited	2015 Budget	2015 YTD	2015 Projected	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected
<i>Beginning Fund Balance</i>	\$426,505	\$ 493,616	\$ 605,952	\$ 489,897	\$ 516,873	\$ 1,020,362	\$ 1,110,769	\$ 1,110,769	\$ 466,486	\$ 387,025	\$ 442,810	\$ 391,792	\$ 466,548
Revenues													
<i>Projected Rate Increase</i>				3.50%	3.00%	3.00%	3.00%	3.00%	2.00%	2.00%	1.00%	0.00%	0.00%
Sewer Charges	907,088	962,603	937,785	968,760	1,016,426	1,027,940	176,563	1,044,319	1,048,499	1,069,469	1,080,163	1,080,163	1,080,163
Sewer Tap Fees	19,500	33,000	30,000	22,500	43,500	30,000	8,900	30,000	30,450	30,907	31,370	31,841	32,319
Sewer Impact Fees	18,200	30,800	28,000	21,000	42,000	28,000	8,500	28,000	28,420	28,846	29,279	29,718	30,164
MOAW Bill Collection Payment	636	715	686	650	562	650	-	650	650	650	650	650	650
Grinder Pump Administrative Fee	4,620	4,620	3,850	4,620	4,620	-	770	4,620	-	-	-	-	-
Interest Income	9,061	6,611	5,872	2,000	4,361	4,400	717	4,300	4,444	4,488	4,533	4,579	4,624
Transfer from Sewer CIP (33)	-	-	-	275,478	294,984	-	-	-	-	-	-	-	-
Miscellaneous	35	-	16	-	1,000	200	-	200	200	-	-	-	-
Sewer Fund Revenues:	959,140	1,038,349	1,006,209	1,295,008	1,407,454	1,091,190	195,450	1,112,089	1,112,663	1,134,360	1,145,996	1,146,951	1,147,920
Total Sources:	1,385,645	1,531,965	1,612,161	1,784,905	1,924,326	2,111,552	1,306,219	2,222,858	1,579,149	1,521,385	1,588,806	1,538,743	1,614,468
Expenditures													
Operating Expenses	388,097	453,316	449,989	514,201	462,065	519,812	55,016	519,812	529,425	539,222	549,206	559,381	569,751
Capital Expenses	16,415	18,146	5,636	474,007	59,988	802,275	128,049	802,275	374,400	252,800	358,000	220,000	410,000
Debt Service	273,917	198,952	202,233	200,556	191,504	332,785	189,017	332,785	184,768	180,953	182,095	182,947	178,651
Transfer to General Fund - Admin Fee	70,000	75,000	100,000	100,000	100,000	101,500	16,917	101,500	103,530	105,601	107,713	109,867	112,064
Other Transfers	143,600	180,600	337,431				-						
Sewer Fund Expenditures:	892,029	926,014	1,095,288	1,288,764	813,557	1,756,372	388,999	1,756,372	1,192,123	1,078,576	1,197,014	1,072,195	1,270,466
Estimated Working Capital (deficit):	493,616	605,952	516,873	496,141	1,110,769	355,180	917,220	466,486	387,025	442,810	391,792	466,548	344,002
TARGET*	\$388,441	\$331,031	\$339,730	\$354,106	\$332,020	\$488,113	\$488,113	\$488,113	\$343,007	\$342,159	\$346,325	\$350,259	\$349,105

* Target represents desired working capital of 90 days of operations in addition to the current fiscal year debt service payments as required by the Reserve Policy adopted December 3, 2013, by Resolution No. 12-01-13.

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 28TH, 2015

30 -Sewer Service Fund
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
OTHER REVENUE	1,086,590	113,298.33	194,732.79	17.92	891,857.21	180,174.62
INTEREST INCOME	4,400	343.61	717.41	16.30	3,682.59	689.94
MISCELLANEOUS REVENUE	200	0.00	0.00	0.00	200.00	0.00
TRANSFERS IN	<u>332,784</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>332,784.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>1,423,974</u>	<u>113,641.94</u>	<u>195,450.20</u>	<u>13.73</u>	<u>1,228,523.80</u>	<u>180,864.56</u>
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATIVE	<u>2,089,156</u>	<u>281,711.45</u>	<u>388,999.21</u>	<u>18.62</u>	<u>1,700,156.79</u>	<u>103,409.47</u>
TOTAL EXPENDITURES	<u>2,089,156</u>	<u>281,711.45</u>	<u>388,999.21</u>	<u>18.62</u>	<u>1,700,156.79</u>	<u>103,409.47</u>
EXCESS REVENUES OVER/(UNDER) EXPENDITURE	(665,182)	(168,069.51)	(193,549.01)		(471,632.99)	77,455.09

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 28TH, 2015

30 -Sewer Service Fund
 FINANCIAL SUMMARY
 REVENUES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER REVENUE</u>						
30-41501-00 Sewer Charges	1,027,940	168,808.02	176,562.79	17.18	851,377.21	78,488.05
30-41501-01 Sewer Charges - Data Tech	0	73,294.69	0.00	0.00	0.00	86,416.57
30-41502-00 Sewer Tap Fees	30,000	8,900.00	8,900.00	29.67	21,100.00	7,500.00
30-41502-01 Sewer Impact Fees	28,000	8,500.00	8,500.00	30.36	19,500.00	7,000.00
30-41503-00 Mo Am Bill Collection pymt	650	0.00	0.00	0.00	650.00	0.00
30-41504-00 Grinder Pump Admin Fee	0	385.00	770.00	0.00	770.00	770.00
TOTAL OTHER REVENUE	1,086,590	113,298.33	194,732.79	17.92	891,857.21	180,174.62
<u>INTEREST INCOME</u>						
30-41701-00 Interest Income	4,400	343.61	717.41	16.30	3,682.59	689.94
TOTAL INTEREST INCOME	4,400	343.61	717.41	16.30	3,682.59	689.94
<u>MISCELLANEOUS REVENUE</u>						
30-41804-00 Miscellaneous Revenue	200	0.00	0.00	0.00	200.00	0.00
TOTAL MISCELLANEOUS REVENUE	200	0.00	0.00	0.00	200.00	0.00
<u>TRANSFERS IN</u>						
30-41901-00 Transfer from Sewer Fund	332,784	0.00	0.00	0.00	332,784.00	0.00
TOTAL TRANSFERS IN	332,784	0.00	0.00	0.00	332,784.00	0.00
TOTAL REVENUE	1,423,974	113,641.94	195,450.20	13.73	1,228,523.80	180,864.56

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
30-501.01-01-00 Salaries	13,156	993.02	1,684.01	12.80	11,471.99	1,499.13
30-501.01-21-00 FICA & Medicare	1,006	75.97	128.84	12.81	877.16	114.69
TOTAL PERSONNEL	14,162	1,068.99	1,812.85	12.80	12,349.15	1,613.82
INSURANCE						
30-501.02-01-00 Hazard & Liability	6,000	0.00	0.00	0.00	6,000.00	0.00
TOTAL INSURANCE	6,000	0.00	0.00	0.00	6,000.00	0.00
UTILITIES						
30-501.03-01-00 Telephone & Voicemail	2,600	228.89	228.89	8.80	2,371.11	206.53
30-501.03-02-00 Electricity	41,000	2,737.15	4,299.74	10.49	36,700.26	3,181.73
30-501.03-04-00 Water	3,500	182.24	250.53	7.16	3,249.47	236.52
30-501.03-06-00 Wi-Fi	480	0.00	39.99	8.33	440.01	39.99
30-501.03-09-00 Trash Hauling	600	0.00	0.00	0.00	600.00	29.71
TOTAL UTILITIES	48,180	3,148.28	4,819.15	10.00	43,360.85	3,694.48
CAPITAL EXPENDITURES						
30-501.04-31-00 Equipment & Machinery	33,500	0.00	0.00	0.00	33,500.00	0.00
30-501.04-51-00 Facility Improvements	90,000	0.00	0.00	0.00	90,000.00	0.00
30-501.04-61-00 Pump Station Improvement	191,000	562.50	562.50	0.29	190,437.50	467.72
TOTAL CAPITAL EXPENDITURES	314,500	562.50	562.50	0.18	313,937.50	467.72
OTHER PURCHASES						
30-501.05-01-00 Office Supplies	100	0.00	0.00	0.00	100.00	0.00
30-501.05-02-00 Postage	9,000	348.67	348.67	3.87	8,651.33	1,084.15
30-501.05-04-00 Printing	1,500	0.00	0.00	0.00	1,500.00	0.00
30-501.05-06-00 Delinquencies	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL OTHER PURCHASES	12,100	348.67	348.67	2.88	11,751.33	1,084.15
MAINTENANCE						
30-501.06-01-00 Building Main & Repair	8,500	0.00	0.00	0.00	8,500.00	321.33
30-501.06-12-00 Pump Stations Maintenanc	20,000	0.00	0.00	0.00	20,000.00	2,796.12
30-501.06-21-00 Vehicle Repair & Mainten	500	0.00	0.00	0.00	500.00	0.00
30-501.06-21-02 Tractor/Lawn Mowing Equi	500	0.00	0.00	0.00	500.00	0.00
30-501.06-22-00 Vehicle Gas & Oil	3,000	92.57	92.57	3.09	2,907.43	61.56
30-501.06-22-01 Equipment Gas & Oil	1,500	0.00	0.00	0.00	1,500.00	0.00
30-501.06-33-00 Software Support Agreeeme	2,170	0.00	0.00	0.00	2,170.00	0.00
30-501.06-42-00 Line Maintenance	415,750	78,318.36	79,233.36	19.06	336,516.64	698.69
30-501.06-99-00 Other Maintenance	72,025	0.00	48,253.50	67.00	23,771.50	0.00
TOTAL MAINTENANCE	523,945	78,410.93	127,579.43	24.35	396,365.57	3,877.70
CITY SERVICES						
30-501.07-34-00 Line Repairs	20,000	0.00	0.00	0.00	20,000.00	0.00
30-501.07-42-00 One Call Utility Locatin	2,000	141.70	141.70	7.09	1,858.30	110.50
30-501.07-82-00 KC Water Depart	55,655	0.00	0.00	0.00	55,655.00	0.00
30-501.07-91-00 Odor Control	19,000	0.00	0.00	0.00	19,000.00	0.00
TOTAL CITY SERVICES	96,655	141.70	141.70	0.15	96,513.30	110.50

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PROFESSIONAL FEES						
30-501.08-01-00 Attorney Fees	10,000	0.00	0.00	0.00	10,000.00	838.80
30-501.08-03-00 Engineering Fees	8,500	150.00	150.00	1.76	8,350.00	0.00
30-501.08-04-00 Management Contract	282,245	23,520.42	47,040.84	16.67	235,204.16	45,899.16
30-501.08-06-00 Administration Fee	101,500	8,458.33	16,916.66	16.67	84,583.34	16,666.66
30-501.08-07-00 Credit Card Fees	2,000	179.32	515.16	25.76	1,484.84	0.00
TOTAL PROFESSIONAL FEES	404,245	32,308.07	64,622.66	15.99	339,622.34	63,404.62
OTHER EXPENDITURES						
30-501.09-21-00 Miscellaneous	2,000	85.00	95.00	4.75	1,905.00	251.00
30-501.09-22-00 DNR Fees	1,800	0.00	0.00	0.00	1,800.00	0.00
TOTAL OTHER EXPENDITURES	3,800	85.00	95.00	2.50	3,705.00	251.00
BOND/LEASE PAYMENTS						
30-501.10-04-00 System Renewal Lease	149,351	0.00	0.00	0.00	149,351.00	0.00
TOTAL BOND/LEASE PAYMENTS	149,351	0.00	0.00	0.00	149,351.00	0.00
SYSTEM RENEWAL PROJECT						
30-501.12-11-00 SRF Principal	145,000	12,083.33	24,166.66	16.67	120,833.34	23,333.34
30-501.12-11-01 SRF Interest	29,897	2,490.65	4,981.30	16.66	24,915.70	5,448.14
30-501.12-11-02 SRF Administration Fee	8,536	0.00	8,805.96	103.16	(269.96)	124.00
TOTAL SYSTEM RENEWAL PROJECT	183,433	14,573.98	37,953.92	20.69	145,479.08	28,905.48
TRANSFERS-OTHER SOURCES						
30-501.20-02-02 Trans to Debt Serv (for	149,351	151,063.33	151,063.33	101.15	(1,712.33)	0.00
30-501.20-02-03 Trans to Debt Serv (for	183,434	0.00	0.00	0.00	183,434.00	0.00
TOTAL TRANSFERS-OTHER SOURCES	332,785	151,063.33	151,063.33	45.39	181,721.67	0.00
TOTAL ADMINISTRATIVE	2,089,156	281,711.45	388,999.21	18.62	1,700,156.79	103,409.47
TOTAL EXPENDITURES	2,089,156	281,711.45	388,999.21	18.62	1,700,156.79	103,409.47
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(
	665,182)	(168,069.51)	(193,549.01)		0.00	77,455.09

Transportation Fund (40)

Last Updated 03/11/15

	2011	2012	2013	2014	2014	2015	2015	2015	2016	2017	2018	2019	2020
	Actual	Actual	Actual	Budget	Unaudited	Budget	YTD	Projected	Projected	Projected	Projected	Projected	Projected
<i>Beginning Fund Balance</i>	\$227,141	\$ 89,288	\$ 190,187	\$ 162,317	\$ 162,682	\$ 318,954	\$ 338,614	\$ 338,614	\$ 135,614	\$ 104,899	\$ 137,086	\$ 109,793	\$ 70,641
Revenues													
Parkville Special Road District	114,870	120,346	122,341	122,600	124,328	126,000	126,528	126,000	127,890	129,808	131,755	133,732	133,732
City Transportation Sales Tax	454,319	380,193	398,083	400,000	439,976	435,000	76,171	440,000	441,525	448,148	454,870	461,693	461,693
Motor Fuel Tax	123,157	141,412	140,867	141,000	143,352	141,000	24,528	141,000	143,115	145,262	147,441	149,652	149,652
County Transportation Sales Tax	123,552	137,379	134,865	138,000	178,948	170,000	-	179,000	172,550	175,138	177,765	180,432	180,432
Project Cost Share			-	-	18,125	-		1,040	-	-	-	-	-
Sale of Equipment					8,275	11,500		11,500	32,500	15,000	5,000	5,000	5,000
Refunds		80,250			-	-							
MPR Safety Funds					4,300	-							
Leased Properties		6,470	900	-	-	-			-	-	-	-	-
Transportation Fund Revenues:	815,898	866,050	797,056	801,600	917,304	883,500	227,227	898,540	917,580	913,356	916,832	930,509	930,509
Total Sources:	1,043,039	955,338	987,243	963,917	1,079,986	1,202,454	565,841	1,237,154	1,053,194	1,018,255	1,053,917	1,040,302	1,001,150
Expenditures													
Streets - Capital	171,177	196,151	88,560	295,000	81,966	502,500	-	502,500	350,000	277,500	340,000	365,000	335,000
Streets - Operating			-	313,050	304,406	353,000	39,730	354,040	358,295	363,669	369,124	374,661	335,000
Transfers	782,574	569,000	736,000	355,000	355,000	245,000	40,833	245,000	240,000	240,000	235,000	230,000	225,000
Transportation Fund Expenditures:	953,751	765,151	824,560	963,050	741,372	1,100,500	80,563	1,101,540	948,295	881,169	944,124	969,661	895,000
Estimated Ending Balance (deficit):	89,288	190,187	162,682	867	338,614	101,954	485,278	135,614	104,899	137,086	109,793	70,641	106,150

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 28TH, 2015

40 -Transportation Fund
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAXES	126,000	126,527.83	126,527.83	100.42 (527.83)	121,709.17
SALES TAXES	746,000	45,360.07	100,698.93	13.50	645,301.07	122,677.69
TRANSFERS IN	11,500	0.00	0.00	0.00	11,500.00	0.00
TOTAL REVENUES	883,500	171,887.90	227,226.76	25.72	656,273.24	244,386.86
<u>EXPENDITURE SUMMARY</u>						
STREET DEPARTMENT	855,500	35,664.13	39,729.66	4.64	815,770.34	31,368.65
TRANSFERS	245,000	20,416.66	40,833.32	16.67	204,166.68	59,166.66
TOTAL EXPENDITURES	1,100,500	56,080.79	80,562.98	7.32	1,019,937.02	90,535.31
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(217,000)	115,807.11	146,663.78	(363,663.78)	153,851.55

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 28TH, 2015

40 -Transportation Fund
 FINANCIAL SUMMARY
 REVENUES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TAXES</u>						
40-41006-00 Parkville Special Rd Distric	126,000	126,527.83	126,527.83	100.42	(527.83)	121,709.17
TOTAL TAXES	126,000	126,527.83	126,527.83	100.42	(527.83)	121,709.17
<u>SALES TAXES</u>						
40-41404-00 City Transportation Sales Ta	435,000	32,941.93	76,170.52	17.51	358,829.48	78,206.83
40-41405-00 Motor Fuel Tax	141,000	12,418.14	24,528.41	17.40	116,471.59	23,048.80
40-41406-00 County Trans Sales Tax	170,000	0.00	0.00	0.00	170,000.00	21,422.06
TOTAL SALES TAXES	746,000	45,360.07	100,698.93	13.50	645,301.07	122,677.69
<u>OTHER REVENUE</u>						
<u>INTEREST INCOME</u>						
<u>MISCELLANEOUS REVENUE</u>						
<u>TRANSFERS IN</u>						
40-41901-00 Refunds and Other Revenue	11,500	0.00	0.00	0.00	11,500.00	0.00
TOTAL TRANSFERS IN	11,500	0.00	0.00	0.00	11,500.00	0.00
<u>TRANSFERS</u>						
TOTAL REVENUE	883,500	171,887.90	227,226.76	25.72	656,273.24	244,386.86

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

40 -Transportation Fund
ADMINISTRATION
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
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INSURANCE

CAPITAL EXPENDITURES

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 28TH, 2015

40 -Transportation Fund
STREET DEPARTMENT
EXPENDITURES

15.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
CAPITAL EXPENDITURES						
40-520.04-81-00 Crack Seal Project	20,000	0.00	0.00	0.00	20,000.00	0.00
40-520.04-83-00 Street Striping	10,000	0.00	0.00	0.00	10,000.00	0.00
40-520.04-85-00 Asphalt Overlay Program	220,000	0.00	0.00	0.00	220,000.00	0.00
40-520.04-85-01 Equipment	152,500	0.00	0.00	0.00	152,500.00	0.00
40-520.04-90-00 Curb & Sidewalk Program	<u>100,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u> (<u>10,090.00</u>)
TOTAL CAPITAL EXPENDITURES	502,500	0.00	0.00	0.00	502,500.00 (10,090.00)
MAINTENANCE						
40-520.06-01-00 Building Maintenance & R	11,500	141.55	415.54	3.61	11,084.46	0.00
40-520.06-21-00 Vehicle & Equipment Main	10,500	1,190.83	1,570.67	14.96	8,929.33	1,089.91
40-520.06-22-00 Vehicle & Equipment Gas	<u>25,500</u>	<u>1,733.82</u>	<u>1,733.82</u>	<u>6.80</u>	<u>23,766.18</u>	<u>3,832.99</u>
TOTAL MAINTENANCE	47,500	3,066.20	3,720.03	7.83	43,779.97	4,922.90
CITY SERVICES						
40-520.07-20-00 Emergency Snow Removal	30,000	13,985.44	16,485.44	54.95	13,514.56	17,361.53
40-520.07-32-00 Storm Sewers - General R	2,500	0.00	0.00	0.00	2,500.00	0.00
40-520.07-33-00 Street Repair Materials	15,000	390.96	630.96	4.21	14,369.04	235.50
40-520.07-41-00 Street Lights - Electric	235,000	18,221.53	18,893.23	8.04	216,106.77	18,830.72
40-520.07-44-00 Street Signs	2,000	0.00	0.00	0.00	2,000.00	108.00
40-520.07-45-00 Street Sweeping	8,500	0.00	0.00	0.00	8,500.00	0.00
40-520.07-52-00 Tree Trimming & Removal	4,000	0.00	0.00	0.00	4,000.00	0.00
40-520.07-60-00 Rental Equipment	<u>8,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>8,000.00</u>	<u>0.00</u>
TOTAL CITY SERVICES	305,000	32,597.93	36,009.63	11.81	268,990.37	36,535.75
OTHER EXPENDITURES						
40-520.09-21-00 Miscellaneous	<u>500</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>500.00</u>	<u>0.00</u>
TOTAL OTHER EXPENDITURES	500	0.00	0.00	0.00	500.00	0.00
TOTAL STREET DEPARTMENT	855,500	35,664.13	39,729.66	4.64	815,770.34	31,368.65

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 28TH, 2015

40 -Transportation Fund
 TRANSFERS
 EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
40-550.20-10-00 Transfer to General Fund	245,000	20,416.66	40,833.32	16.67	204,166.68	59,166.66
TOTAL TRANSFERS-OTHER SOURCES	<u>245,000</u>	<u>20,416.66</u>	<u>40,833.32</u>	<u>16.67</u>	<u>204,166.68</u>	<u>59,166.66</u>
TOTAL TRANSFERS	245,000	20,416.66	40,833.32	16.67	204,166.68	59,166.66
TOTAL EXPENDITURES	1,100,500	56,080.79	80,562.98	7.32	1,019,937.02	90,535.31
	=====	=====	=====	=====	=====	=====
EXCESS REVENUES OVER/(UNDER) EXPENDITURE{(217,000)	115,807.11	146,663.78		0.00	153,851.55

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2015

10 -General Fund

ACCOUNT# TITLE

ASSETS

=====

10901 Petty Cash (Admin)	181.31	
10911 Petty Cash (Court)	150.00	
10952 Court Bnk Acct-Internet Pymts	100.00	
12000 General Fund Claim on Cash	2,108,502.65	
15000 Receivables - General	(128.00)	
15003 Property Tax Receivables	16,204.62	
15004 Franchise Tax Receivables	175,236.74	
15005 Vehicle Tax Receivable	3,035.81	
18000 Prepaid Insurance	81,735.82	
		<u>2,385,018.95</u>

TOTAL ASSETS

2,385,018.95

LIABILITIES

=====

20021 AFLAC W/H	(323.78)	
20022 Medical Ins W/H	(9,044.25)	
20023 Dental W/H	(429.84)	
20025 Principal W/H	(241.85)	
20028 Vision Care Withholding	(145.84)	
20031 Retirement W/H ING	110.00	
20041 KC Earning Tax W/H	1,279.10	
20051 Garnishment W/H	(70.62)	
20070 Vol. Employee Fund W/H	1,313.55	
21000 Deferred Revenue	19,240.43	
22001 AP Pending (Due to Pooled)	15,111.41	
22500 Telecom Escrow	190.29	
22501 FLEX Plan Payable	4,163.06	
22600 COBRA Liability	1,539.59	
		<u>32,691.25</u>

TOTAL LIABILITIES

32,691.25

EQUITY

=====

30001 Fund Balance	1,312,588.19	
		<u>1,312,588.19</u>
TOTAL BEGINNING EQUITY	1,312,588.19	
TOTAL REVENUE	1,527,331.28	
TOTAL EXPENSES	487,591.77	
		<u>1,039,739.51</u>
TOTAL SURPLUS/(DEFICIT)	1,039,739.51	
		<u>2,352,327.70</u>
TOTAL EQUITY & SURPLUS/(DEFICIT)	2,352,327.70	
		<u>2,385,018.95</u>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	2,385,018.95	

2,385,018.95

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2015

21 -River Park Bond Retirement

ACCOUNT# TITLE

ASSETS

=====

11002 River Prk Dev Bank Acct-	172,266.66	
12000 Claim on Cash	496.71	
15001 Receivables - Taxes/Fees	6,067.19	
		<u>178,830.56</u>

TOTAL ASSETS

178,830.56

LIABILITIES

=====

21000 Deferred Revenue	6,067.19	
		<u>6,067.19</u>

TOTAL LIABILITIES

6,067.19

EQUITY

=====

30001 FUND BALANCE	153,826.92	
		<u>153,826.92</u>

TOTAL BEGINNING EQUITY	153,826.92	
TOTAL REVENUE	318,267.70	
TOTAL EXPENSES	299,331.25	
		<u>18,936.45</u>

TOTAL SURPLUS/ (DEFICIT)

18,936.45

TOTAL EQUITY & SURPLUS/ (DEFICIT)

172,763.37

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT

178,830.56

=====

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2015

22 -Capital Project Bonds

ACCOUNT#	TITLE		
ASSETS			

11002	Cash	394,527.41	
12000	Claim on Cash	18,125.00	
14010	Lease Revenue Fund	2.58	
14012	Reserve Fund	642,539.62	
15001	Receivables - Taxes/Fees	4,635.34	
			<u>1,059,829.95</u>
	TOTAL ASSETS		<u>1,059,829.95</u>
			=====
LIABILITIES			

21000	Deferred Revenue	4,635.34	
	TOTAL LIABILITIES		<u>4,635.34</u>
EQUITY			

30001	Fund Balance	424,780.08	
30005	Restricted for Debt Retirement	640,000.00	
	TOTAL BEGINNING EQUITY	<u>1,064,780.08</u>	
	TOTAL REVENUE	369,587.69	
	TOTAL EXPENSES	379,173.16	
	TOTAL SURPLUS/(DEFICIT)	(9,585.47)	
	TOTAL EQUITY & SURPLUS/(DEFICIT)	<u>1,055,194.61</u>	
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		<u>1,059,829.95</u>
			=====

AS OF: FEBRUARY 28TH, 2015

23 -Brush Creek NID

ACCOUNT# TITLE

ASSETS

=====		
12000	Claim on Cash	118,144.60
14011	Debt Service Fund	16.28
14012	Debt Service Reserve Fund	398,228.02
14021	Cost of Issuance Expenses	(0.03)
15001	Receivables	139,533.25
		<hr/>
		655,922.12
		<hr/>
	TOTAL ASSETS	655,922.12
		=====

LIABILITIES

=====		
21000	Deferred Revenue	139,533.25
24000	Long Term Bonds Payable	(4,506,327.67)
		<hr/>
	TOTAL LIABILITIES	(4,366,794.42)
		<hr/>

EQUITY

=====		
30001	Fund Balance	5,012,518.46
		<hr/>
	TOTAL BEGINNING EQUITY	5,012,518.46
		<hr/>
	TOTAL REVENUE	249,339.83
	TOTAL EXPENSES	239,141.75
		<hr/>
	TOTAL SURPLUS/ (DEFICIT)	10,198.08
		<hr/>
	TOTAL EQUITY & SURPLUS/ (DEFICIT)	5,022,716.54
		<hr/>
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	655,922.12
		=====

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2015

24 -Brink Meyer Road NID

ACCOUNT# TITLE

ASSETS

=====

14011 Brink Myer Note Fund (D S F)	290,289.69	
14012 Brink Meyer Bond Fund	32.51	
14021 Cost of Issuance Expenses	(0.01)	
15001 Receivables	275,075.47	
		<u>565,397.66</u>

TOTAL ASSETS		<u>565,397.66</u>
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LIABILITIES

=====

21000 Deferred Revenue	275,075.47	
23001 Loan from Em Reserve Payable	105,508.64	
24000 Long Term Bonds Payable	(3,675,000.00)	
TOTAL LIABILITIES		<u>(3,294,415.89)</u>

EQUITY

=====

30001 Fund Balance	3,966,602.88	
TOTAL BEGINNING EQUITY		<u>3,966,602.88</u>
TOTAL REVENUE	90.53	
TOTAL EXPENSES	106,879.86	
TOTAL SURPLUS/(DEFICIT)	(106,789.33)	
TOTAL EQUITY & SURPLUS/(DEFICIT)		<u>3,859,813.55</u>

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		<u>565,397.66</u>
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BALANCE SHEET

AS OF: FEBRUARY 28TH, 2015

30 -Sewer Service Fund

ACCOUNT# TITLE

ASSETS

=====

11002 Sewer Fund Cash in Bank	69,680.15	
11003 Cash	745,568.34	
11005 MM Bank Lib	204,897.72	
12000 Sewer Service Claim on Cash	(109,879.00)	
15000 Receivables	105,140.68	
17001 Property, Plant, Equipment	2,319,461.96	
17005 Accumulated Depreciation	(2,853,765.98)	
17014 Equipment	1,850,516.67	
18000 Prepaid Insurance	593.04	
		<u>2,332,213.58</u>

TOTAL ASSETS

2,332,213.58

=====

LIABILITIES

=====

24010 LT Leases Payable	179,612.82	
26000 Customer Deposits	13,485.00	
		<u>193,097.82</u>

TOTAL LIABILITIES

193,097.82

EQUITY

=====

30001 Fund Balance	2,332,664.77	
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TOTAL BEGINNING EQUITY

2,332,664.77

TOTAL REVENUE	195,450.20	
---------------	------------	--

TOTAL EXPENSES	388,999.21	
----------------	------------	--

TOTAL SURPLUS/(DEFICIT)	(193,549.01)	
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TOTAL EQUITY & SURPLUS/(DEFICIT)	2,139,115.76	
----------------------------------	--------------	--

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT

2,332,213.58

=====

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2015

33 -Sewer Capital Improvement

ACCOUNT# TITLE

ASSETS

=====

17002 Insutiform Sewer Infrastructur	244,732.86
17003 Aeration System Sewer Equipmnt	182,062.00

426,794.86

TOTAL ASSETS

426,794.86

=====

LIABILITIES

=====

EQUITY

=====

30001 Fund Balance	426,794.86
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TOTAL BEGINNING EQUITY	<u>426,794.86</u>
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TOTAL EQUITY & SURPLUS/(DEFICIT)	<u>426,794.86</u>
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TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT	<u>426,794.86</u>
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=====

BALANCE SHEET

AS OF: FEBRUARY 28TH, 2015

40 -Transportation Fund

ACCOUNT# TITLE

ASSETS

=====

12000 Claim on Cash	476,476.04	
15000 Receivables - General	49,812.78	
15001 Receivable Held in Escrow Acct	10,833.00	
		<u>537,121.82</u>

TOTAL ASSETS 537,121.82

=====

LIABILITIES

=====

22500 Liability in Held in Escrow Ac	10,833.00	
		<u>10,833.00</u>

TOTAL LIABILITIES 10,833.00

EQUITY

=====

30001 Fund Balance	379,625.04	
		<u>379,625.04</u>
TOTAL BEGINNING EQUITY	379,625.04	
TOTAL REVENUE	227,226.76	
TOTAL EXPENSES	80,562.98	
		<u>146,663.78</u>
TOTAL SURPLUS/(DEFICIT)	146,663.78	

TOTAL EQUITY & SURPLUS/(DEFICIT) 526,288.82

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 537,121.82

=====

CITY OF PARKVILLE
RESERVED FUND SUMMARY
AS OF: FEBRUARY 28TH, 2015

	This Month		Cumulative		Fund Balance
	Income	Expenses	Income	Expenses	
42 -Municipal Equip Res Fund	0.00	0.00	0.00	0.00	1,751.08
45 -Fewson Project Fund	32.50	0.00	8,895.28	10.75	566,775.68
46 -Guest Room Tax Fund	519.00	0.00	519.00	0.00	922.88
50 -Emergency Reserve Fund	5,000.00	0.00	10,000.00	0.00	1,397,965.61
60 -Nature Sanctuary Fund	1,130.00	0.00	1,413.87	0.00	44,195.19
63 -Park Donations	615.00	0.00	1,015.00	0.00	46,809.25
80 -Court Recoupment Fees	100.50	0.00	379.50	0.00	39,257.51
81 -Police Training Fees-LET	234.00	0.00	480.00	0.00	44,696.78
91 -TIF Development Fund	0.95	0.00	1.96	0.00	12,357.18
95 -Capital Projects Fund	35,000.00	0.00	35,000.00	2,526.16	53,330.43
TOTAL	42,631.95	0.00	57,704.61	2,536.91	2,208,061.59

*** END OF REPORT ***

City of Parkville
Cash & Investments Balance Report
As of February 28, 2015

General Fund #10

Cash on Hand	181.31	
Total Cash Accounts*	2,093,491.24	
Fund Cash & Investments Total		<u>\$2,093,672.55</u>

Transportation Fund #40

Total Cash Accounts*	476,476.04	
Fund Cash & Investments Total		<u>\$476,476.04</u>

River Park Bond Retirement Fund #21

Total Cash Accounts*	172,763.37	
Fund Cash & Investments Total		<u>\$172,763.37</u>

TIF Development Fund #91

Total Cash Accounts*	12,357.18	
Fund Cash & Investments Total		<u>\$12,357.18</u>

Capital Project Bonds Fund #22

Total Cash Accounts*	412,652.41	
Reserve Fund Account	642,539.62	
Fund Cash & Investments Total		<u>\$1,055,192.03</u>

Parkville Market Place Fund #92

Total Cash Account	9,408.04	
Fund Cash & Investments Total		<u>\$9,408.04</u>

Brush Creek NID Fund #23

Total Cash Accounts*	118,160.85	
Reserve Fund Account	398,228.02	
Fund Cash & Investments Total		<u>\$516,388.87</u>

Capital Projects Fund #95

Total Cash Accounts*	53,330.43	
Fund Cash & Investments Total		<u>\$53,330.43</u>

Brink Meyer Road NID Fund #24

Total Cash Accounts*	32.50	
Reserve Fund Account	290,289.69	
Fund Cash & Investments Total		<u>\$290,322.19</u>

Sewer Service Fund #30

Total Cash Accounts*	910,267.21	
Fund Cash & Investments Total		<u>\$910,267.21</u>

* Net of the amount owed (if any) to or from Pooled Cash Bank Account

Unaudited Financial Report to be used for Budgetary Management Purposes

CITY OF PARKVILLE

Policy Report

Date: March 10, 2015

Prepared By:
Steve Berg
City Treasurer

Reviewed By:
Matthew Chapman
Finance/Human Resources Director

ISSUE:

Approve a revised cooperative agreement with Platte County for the collection of taxes

BACKGROUND:

The Platte County Collector of Revenue has prepared an updated version of the agreement existing between the County and the various municipalities within the County authorizing the County to collect property taxes for these municipalities. The County requests that the City of Parkville approve this agreement.

The City's existing agreement is over ten years old and does not reflect one or more changes in Missouri state statutes that occurred during that time. Specifically, the State authorized an increase in the County Assessor's fee from 0.5% to 0.6% to cover costs of reassessment. Although this amount has been deducted from the City's property tax receipts for a number of years, the higher deduction has never been formally added to the agreement between the City and the County (see section 3B of the agreement). This agreement does not propose any change in either the fees to be deducted for the County billing and collection services, or in the related procedures under which the City and County have operated in recent years. While the agreement does include language authorizing the County to collect special assessments, such as the City NID assessments, the agreement does not extend the assessor's fee to such assessments since these are not assessed by the County. Assessment collections have traditionally been handled by separate agreement.

BUDGET IMPACT:

There is no direct budget impact associated with this action.

ALTERNATIVES:

1. Approve the revised Platte County Cooperative Agreement for the Collection of Taxes.
2. Direct staff to request changes to the agreement to satisfy the Board.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen approve the revised Platte County Cooperative Agreement for the Collection of Taxes.

POLICY:

The City has relied on the County to bill and collect City property and vehicle taxes for over three decades. This policy has worked well and to the benefit of the City.

SUGGESTED MOTION:

I move to approve the revised cooperative agreement Platte County for the collection of taxes.

ATTACHMENT:

1. Cooperative Agreement with cover letter.
-

Sheila L. Palmer
Platte County Collector of Revenue

Administration Building
415 Third Street Room 212
Platte City, MO 64079

www.co.platte.mo.us
Phone: (816) 858-3356
Fax: (816) 858-3357

February 25, 2015

City of Parkville
8880 Clark Avenue
Parkville, MO 64152

To Whom it may Concern:

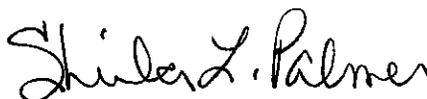
REFERENCE: Platte County Cooperative Agreement for Collection of Taxes

Attached is a revised copy of cooperative agreement between Platte County and your city.

Please have agreement signed by the appropriate representatives and return to our office by March 31, 2015.

Should you have any questions, please contact our office.

Sincerely,



Sheila L. Palmer
Platte County Collector

att.

COOPERATIVE AGREEMENT FOR COLLECTION OF TAXES

This Agreement is made and entered into this ____ day of _____, 2015, by and between Platte County Missouri, hereinafter referred to as "COUNTY", and the City of Parkville, Missouri hereinafter referred to as "CITY".

1. PURPOSE OF AGREEMENT.

This Cooperative Agreement is entered into between the parties pursuant to the provisions of Section 70.210 through 70.230, RSMo.2000, as amended, for the purpose of fostering cooperation in the preparation of real and personal property tax bills for CITY, and for the collection and documentation of those taxes for CITY as well as motor vehicle fee and special assessments which can be adapted to the County's billing system.

2. SERVICES TO BE PROVIDED.

A. PLATTE COUNTY authorizes the PLATTE COUNTY COLLECTOR to prepare the real and personal property tax statements for the CITY as well as special assessments which can be adapted to the County's billing system. The city will provide the county with such information as the county requires to include the City's taxes on the county tax statements.

B. PLATTE COUNTY COLLECTOR agrees to collect the municipal real and personal property taxes for CITY and to remit payment of those taxes to CITY within fifteen (15) working days after the last day of each month.

3. PAYMENT FOR SERVICES.

A. For the use of equipment and personnel herein to be made available and the processing of the tax bills, CITY shall pay the sum of one percent (1%) of the total amount of taxes due and interest payable to CITY as collected.

B. For the assessment of properties within CITY, CITY shall pay the sum of six-tenths (.6) of one-percent (1%) of the total amount of taxes due and payable to CITY as collected. The authority is Section 137.720.1 and 137.082.6 RSMo. 2000 as amended.

C. In addition to the payments described in subsection a. and b. herein, CITY agrees to pay such other assessment and collection costs as may be mandated and required by state statute.

D. For the purposes of satisfying the collection of the above and foregoing fees, the COLLECTOR shall withhold at the time of disbursement of funds to CITY the sum of one and six-tenths percent (1.6%) of total taxes collected, together with such other assessment or collection charges which may

be mandated by state statute, and shall deliver such amounts to PLATTE COUNTY.

4. TERM

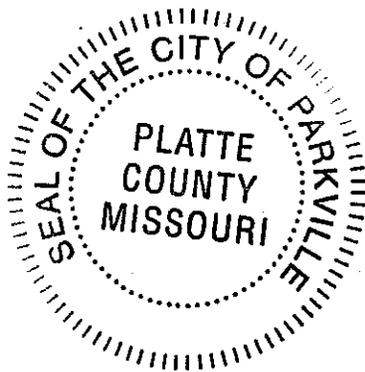
This Agreement, for the collection of said taxes commencing with the 2015 calendar year, is effective upon enactment of an ordinance by CITY and adoption of an order by PLATTE COUNTY, and execution of this Agreement by the respective officials of said jurisdictions authorized to execute this Agreement.

5. RENEWAL, EXTENSION, MODIFICATION OR TERMINATION.

This Agreement shall renew automatically from year to year and may be modified or terminated upon thirty (30) days notice prior to the end of any taxable year as to the following tax year, upon adoption of an appropriate order by PLATTE COUNTY and an ordinance of CITY. If this Agreement shall be modified as to any of its terms, there shall be an addendum to this Cooperative Agreement executed by the appropriate officials of the respective governing bodies and enactment of appropriate orders and ordinances.

IN WITNESS WHEREOF, this Agreement executed in quadruplicate originals, the date and year noted after the respective signatures of the parties.

CITY OF PARKVILLE, MISSOURI PLATTE COUNTY, MISSOURI



CITY OF PARKVILLE, MISSOURI

BY: *Nanette K. Johnston*
(TITLE) *Mayor Nanette K. Johnston*

ATTEST:

Melissa McCreary
City Clerk

Mayor

PLATTE COUNTY, MISSOURI

BY: _____
Presiding Commissioner

1st District Commissioner

2nd District Commissioner

ATTEST:

County Clerk

APPROVED AS TO FORM:

County Counselor

PLATTE COUNTY COLLECTOR

Sheila L. Palmer

CITY OF PARKVILLE
Policy Report

Date: March 10, 2015

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve a contract with McAnany Construction for the 2015 Concrete Curb and Sidewalk Program in an amount not to exceed \$73,500.

BACKGROUND:

The City programmed money in the 2015 CIP for the replacement of curb and sidewalk. City staff identified areas around the city in need of reconstruction, starting with streets scheduled for asphalt mill and overlay in 2015.

The asphalt mill and overlay project areas include:

Area 1: Riss Lake 10th Plat

- a. Agron Street
- b. Forest Park Drive
- c. Park Ridge Drive
- d. Parkview Drive

Area 2: Main Street

- a. From 9 Hwy to 13th Street
- b. From 13th Street to 7th Street

Area 3: N. National Drive

Area 4: Brink Myers Road

The staff estimated the project budget would cover the removal and replacement of approximately 2,000 lineal feet of curb and approximately 50 square yards of sidewalk. Based on this estimate, the City released a Request for Bids. Two contractors responded with the following unit prices and total project costs:

<u>Company</u>	<u>Sidewalk Removal / Replacement</u>	<u>Curb Removal / Replacement</u>	<u>Total Project Cost</u>
McAnany Construction	\$70.00 per sq. yd.	\$35.00 per Lineal Foot	\$73,500.00
Freeman Construction	\$172.46 per sq. yd.	\$41.49 per Lineal Foot	\$91,603.00

The low bidder was McAnany Construction, for both unit prices and total project cost.

BUDGET IMPACT:

The Transportation Fund includes \$100,000 (line item 40-520-04-90-00) in the 2015 Capital Improvements Program (CIP) for concrete curb and sidewalk reconstruction.

ALTERNATIVES:

1. Approve the contract with McAnany Construction for an amount not to exceed \$73,500, with the unit prices as listed in the bid proposal.
2. Reject all bids and provide further direction to staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approval of the contract with McAnany Construction for the 2015 Concrete Curb and Sidewalk Program in an amount not to exceed \$73,500, with the unit prices as listed in the bid proposal.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on March 9, 2015, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve the contract with McAnany Construction for an amount not to exceed \$73,500.

POLICY:

The Purchasing Policy, Resolution No. 10-02-14, requires the Board of Aldermen to approve all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve the contract with McAnany Construction for the 2015 Concrete Curb and Sidewalk Program in an amount not to exceed \$73,500, with unit prices as listed in the bid proposal.

ATTACHMENTS:

1. Bid Tabulation
2. Proposed Agreement

BID TABULATION

2015 Curb and Sidewalk Repair Program
 Monday, March 2, 2015
 10:05 a.m. – Public Works Conference Room

Bidder	TOTAL
McAnany Concrete 15320 Midland Drive Shawnee, KS 66217	\$73,500* (see unit cost breakdown below)
Freeman Concrete Construction 8357 Monticello Rd. Shawnee, KS 66227	\$91,603 (see unit cost breakdown below)

(*) Recommended Award of Purchase

McAnany Concrete:

4" Sidewalk Removal	50 SY	\$20.00	\$ 1,000.00
4" Sidewalk Replacement	50 SY	\$50.00	\$ 2,500.00
CG-2 Curb & Gutter Removal	2,000 LF	\$10.00	\$20,000.00
CG-2 Curb & Gutter Replacement	2,000 LF	\$25.00	<u>\$50,000.00</u>
			\$73,500.00

Freeman Concrete Construction:

4" Sidewalk Removal	50 SY	\$61.76	\$ 3,088.00
4" Sidewalk Replacement	50 SY	\$110.78	\$ 5,535.00
CG-2 Curb & Gutter Removal	2,000 LF	\$14.35	\$28,700.00
CG-2 Curb & Gutter Replacement	2,000 LF	\$27.14	<u>\$54,280.00</u>
			\$91,603.00

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND CONTRACTOR
FOR
PUBLIC IMPROVEMENT OF STREET MAINTENANCE**

This agreement is made and entered into this 18th day of March, 2015, by and between the **City of Parkville**, Missouri, (hereinafter the "City") and **McAnany Concrete** (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions (collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

1. CONCRETE CURB AND SIDEWALK REMOVAL AND REPLACEMENT

- A. Work Timeframe: The work will commence once the City issues a notice-to-proceed and the Board of Aldermen have approved the contract. This is a 90 calendar day project from Notice to Proceed.
- B. Sequence of Work: The Contractor shall sequence work in such a way as to minimize disruptions to the general public. Work hours shall be restricted to 7 a.m. to 5 p.m., Monday-Friday, unless approved otherwise. Flyers shall be hand-delivered to all affected residents with information about when the work will be done, what the work involves, who is completing the work, and a contact person for questions.
- C. Environmental and Safety Requirements: The project shall comply with all local, state, and federal regulations, including but not limited to EPA, OSHA, and Missouri clean water and clean air requirements.
- D. Material & Construction Specifications: The material and construction shall follow the KC-APWA specifications as currently adopted. The concrete shall be MCIB Mix No WA 610-1-4 (4500 psi, 3" max. slump, 1" max coarse aggregate size). All concrete shall be cured using an approved curing compound and shall be applied liberally. The City will provide and pay for material testing by a third party. Construction shall follow current KC-APWA standards.

Concrete Caulk (MP1) shall be applied on all expansion joints where the curb meets the driveway.

	Unit Price	Total Price
4" Sidewalk Removal – 50 Sq. yards	\$20.00	\$1,000.00
4" Sidewalk Replacement- 50 Sq. yards	\$50.00	\$2,500.00
CG-2 Curb & Gutter Removal-2,000 LF	\$10.00	\$20,000.00
CG-2 Curb & Gutter Replacement-2,000 LF	\$25.00	\$50,000.00

- E. Traffic Control shall meet all requirements as outlined in the current edition of the Manual for Uniform Traffic Control devices (MUTCD). Traffic control shall be considered subsidiary to other bid items. Any work not specifically outlined, but required, shall be considered subsidiary to other bid items.

all in accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Kansas and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of Seventy-Three Thousand, Five Hundred and No./100 -- DOLLARS (\$ 73,500.00) based on work performed in accordance with unit prices shown above (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract

award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The Contractor shall commence work upon the date stated in the Notice to Proceed and will complete all work of this Contract by 90 days from Notice to Proceed. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of \$100.00 for each and every calendar day the work remains incomplete over the specified completion time.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured-and Notice of Cancellation Endorsements, the fully executed Performance and Payment Bonds with Powers of Attorney, and the list of proposed Subcontractors from Contractor.

ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

Exhibit A	General Conditions of the Contract
Exhibit A-1	Special Conditions of the Contract
Exhibit B-1	Form of Performance Bond
Exhibit B-2	Form of Payment Bond
Exhibit B-3	Maintenance Bond
Exhibit C	List of Plans (by sheet number and date), including all addenda thereto – Not Applicable
Exhibit D	Specifications dated <u>February 18, 2015</u> , including all addenda thereto
Exhibit E	Contractor's Affidavit Acknowledging Federal Lobbying Activities and Conflict of Interest Prohibition
Exhibit F	Sales Tax Exemption Documentation Forms
Exhibit G	Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
Exhibit H	Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
Exhibit I	Affidavit of Compliance with R.S. Mo §285.530.6
Exhibit J-1	Missouri Department of Labor Wage Order No. 21 - Missouri Prevailing Wage Rates for Platte County, Missouri. For the entire Missouri Department of Labor General Wage Order No. 58, please go to <u>www.MissouriDepartmentofLabor.com</u>
Exhibit J-2	Prevailing Wage Rate Reporting Form (MO Division of Labor Standard Form LS-57 (02-14) AI
Exhibit J-3	Certification of Compliance with Prevailing Wage Requirements
Exhibit K	Insurance Requirements
Exhibit L	Form of Bill of Sale
Exhibit M	Form of Bailment Agreement

Exhibit N Form of Conditional Partial Waiver of Lien and Release of Claims
Exhibit O Form of Conditional Final Waiver of Lien and Release of Claims

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed two (2) counterparts of this contract in the prescribed form and manner, the day and year first above written.

CITY OF PARKVILLE, MISSOURI

By: Nanette K. Johnston

Title: Mayor

ATTEST:

Melissa McChesney, City Clerk

McANANY CONCRETE

Paul McAnany
Contractor

By President

(SEAL)

Title

(If the Contract is not executed by the president of the corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

CITY OF PARKVILLE

Policy Report

Date: March 10, 2015

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve Work Authorization No. 41 with North Hills Engineering, Inc. (Jay Norco) for the design and project management for the Sanitary Sewer Repairs Phase 2 Project.

BACKGROUND:

On August 5, 2014, the Board of Aldermen approved a five-year agreement with North Hills Engineering, Inc. (NHE) for on-call contract engineering services. The arrangement allows the City to execute individual work authorizations for supplemental engineering services for specific projects and studies.

In 2007-2008, the Board of Aldermen approved a Sewer Capital Improvement Program (CIP) that included a series of line repairs to the sanitary sewer system. Phase 1 was completed in 2009. Phase 2 was initially scheduled for 2011 but was deferred due to budgetary reasons. The 2015 CIP includes funding to complete the Phase 2 repairs. Phase 2 will make repairs to the existing sanitary sewer collection pipelines, focusing on the most critical and deteriorated areas. To ensure the best use of funds, the list of projects to be completed was updated based on the defects identified in 2007 to 2009 and the 2014 closed-circuit television (CCTV) report.

Staff recommends a work authorization (WA) with NHE for the design and project management associated with the Sanitary Sewer Repairs Phase 2 Project. The scope of work includes up to 241 hours, or up to \$18,075 at \$75 per hour, for design, document preparation, bidding, and construction administration.

BUDGET IMPACT:

The Sewer Fund includes \$415,750 (line item 30-501-06-42-00) in the 2015 Capital Improvement Program (CIP) for routine maintenance on sewer lines and manholes. Of this amount, \$300,000 was estimated for the Sanitary Sewer Repairs Phase 2 Project, including \$18,270 for the related engineering fees. This WA is within budget at \$18,075.

ALTERNATIVES:

1. Approve the Work Authorization No. 41 with North Hills Engineering in an amount not to exceed \$18,075.
2. Direct staff to renegotiate the work authorization to meet the desires of the Board of Aldermen.
3. Do not approve the work authorization.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the approval of the attached Work Authorization No. 41 with Jay Norco of North Hills Engineering, Inc.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on March 9, 2015, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve the work authorization with North Hills Engineering for the design and project management for the Sanitary Sewer Repairs Phase 2 Project.

POLICY:

The Purchasing Policy, Resolution No. 10-02-14, requires the Board of Aldermen to approve all purchase above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve Work Authorization No. 41 with North Hills Engineering, Inc. for the design and project management for the Sanitary Sewer Repairs Phase 2 project in an amount not to exceed \$18,075.

ATTACHMENT:

1. Work Authorization No. 41 with North Hills Engineering

To: North Hills Engineering, Inc.

CITY OF PARKVILLE
DEPARTMENT OF PUBLIC WORKS

Preparation Date: 1/6/2015

WORK PLANNING / AUTHORIZATION FORM

Number: WA-41

Project / Work Description:

Design and Project Management for Sanitary Sewer Repairs Phase 2 Project (SSRPh2)

Purpose: To design and administer construction of repairs/replacement of sanitary sewer system.

This WA covers the design, document preparation, bidding, and construction administration of the SSRPh2 Project.

The SSRPh2 project has been programmed for 2015. (Phase 1 was completed in 2009.)

The Phase 2 project will address the most urgent and severe sewer defects in the Parkville System.

Budget: \$18,270

Service Provider: North Hills Engineering, Inc.

Terms: Subject to the provisions of the August 5, 2014 Engineering Services Agreement between the City and North Hills Engineering Incorporated

Primary Tasks:

Project Management and Coordination Meetings with City Staff (9 month project.)	10
Visit the Sites of work to evaluate access, disturbance, easements required, etc.	22
Perform field measurements and survey shots to verify key dimensions.	14
Create prelim. mapping of the project, with parcel lines, contours, addresses, lot lines etc.	6
Finalize work packages and extent of work, need for alternate bid options.	7
Prepare preliminary opinion of probable construction cost	3
Meet with affected residents to discuss the project, access reqts., and gather feedback.	12
Meet with Contractors and vendors to discuss current requirements and project specifics.	8
Prepare writtten technical specifications for the work proposed.	18
Assemble and coordinate/review bidding and contract documents, using City format.	8
Use large-project City standard contract.	
Prepare drawings to describe the work. Use GIS mapping and parcel data, show access.	66
Prepare extents of easements or access agreements recommended.	2
(if legal descriptions are required, City will hire RLS to perform. Likely not needed.)	
Coordinate information with City Attorney for review of easements / access agreements.	2
Design Review Meeting with Public Works Director, respond to comments, make revisions.	4
Meet with public to obtain signed access agreements.	6
Bid & Construction Phase Admin.	
Set up project at local plan room, for internet distribution, also advertise on City website.	3
Meet with bidders and address questions during the advertisement period, prepare addenda.	8
Review bids, check qualifications and experiece, and recommend award to City	4
Respond too change requests, claims, prepare change orders as required.	6
Construction administration and review of pay requests.	8
Conduct Meetings with Contractor - Pre-Con, progress, final.	12
Periodic visits to observe the work. (Part Time Inspection by Others or separate W/A.)	4
Final project summary - prepare & deliver presentation to BOA.	3
Prepare As-built Drawings.	5

Excluded:

Professional Survey Services: Survey, legal descriptions. (See budget allowance.)
Services of City Attorney for easement document preparation (See budget allowance.)
Acquisition of Easements (If needed - by City Staff). NHE will obtain signed access agreements.

241

Estimated Consultant Fee:

241 Hours x \$ 75.00 / hour = \$ 18,075.00

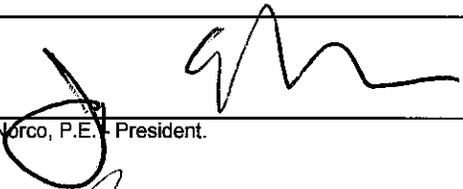
Budget: Sewer Budget / CIP

Schedule:

Estimated Completion Date: 12/1/2015

Project Deadlines: n/a

Submitted By:


Jay Norco, P.E. - President

3-16-15

Date

Authorization:


Mayor

3-18-15

Date

Phase 2 Budget:	From 2015 CIP Program:		
	Construction of Repairs		\$ 261,000
	Engineering	7.0%	\$ 18,270
	Inspections and Project Mgt.	5.0%	\$ 13,050
	Legal and Easements	3.0%	\$ 7,830
			<u>\$ 300,150</u>

CITY OF PARKVILLE
Policy Report

Date: March 10, 2015

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve the purchase of two spare pumps for the River Hills and McAfee pump stations.

BACKGROUND:

The City of Parkville maintains seven pump stations to serve the wastewater needs of the community. The current maintenance schedule includes checking all of the pump stations on a regular schedule of at least three times per week.

Each pump station contains two centrifugal pumps that work in tandem to pump the wastewater to the gravity system. Periodically, pumps need to be repaired, either through regular maintenance or emergency situations. Having the two pumps in the system allows for continuous service for the lift station. However, using only one pump in the system while the other pump is being repaired is taxing on the remaining pump, and increases the chance that the City would have no pumping if a pump failure were to occur.

An alternative solution is for the City to maintain spare pumps for use at the pump stations when a pump needs to be repaired. This will allow continuity in the service and will prolong the life of the pump fleet.

The City identified four pump stations for which spare pumps would be purchased. The South National and River Hills pump stations utilize a Flygt pump. The McAfee and Pinecrest pump stations utilize an ABS pump. The City solicited bids for the four (4) spare pumps. The City received sealed bids from four product vendors.

Flygt Pumps:

JCI Industries	\$21,420 S. National / \$13,210 River Hills
Pentair	\$41,897.00 for two units

ABS Pumps:

Environmental & Process Systems Inc.	\$29,440.00 for two units
FTC Equipment, LLC	\$22,201.11 McAfee / \$6,608.89 Pinecrest

During the evaluation of the pumps, the City found that the pump in the South National pump station was a poor fit in the pump chamber. Staff decided to postpone the purchase of the South National pump until further evaluation of the system can be made. The low bidder (JCI) provided itemized pricing for the River Hills and South National pumps.

Recently, the City staff met with the developer for the Lake Pointe Lodge apartment complex, located at Clark Avenue and Hwy 9. The developer is proposing a 50-unit apartment complex.

The wastewater from the proposed apartment project would ultimately flow to the Pinecrest Pump Station. The existing Pinecrest Pump Station is at capacity currently and does not have the capacity to handle the apartment project. Staff has reviewed the configuration of the pump station and believes that a different pump can be installed to handle the additional flow, without having to rebuild the pump station. Based on preliminary cost estimates, the difference in the cost to upgrade the pump would be approximately \$15,000. The City staff has had an initial discussion with the developer with a proposal to pay the difference in the cost to upgrade the pump. Staff will continue to work with the developer as the project proceeds through Planning and Zoning Commission. In the meantime, staff recommends postponing the purchase of the spare pump for the Pinecrest Pump Station until this issue has been resolved.

Staff would like to proceed with the purchase of the other two (2) spare pumps for McAfee and River Hills pump stations. The low bidder for the Flygt pumps was JCI Industries and the low bidder for the ABS pumps was FTC Equipment.

BUDGET IMPACT:

The Sewer Fund includes \$191,000 (line item 30-501-04-61-00) in the 2015 Capital Improvements Program (CIP) for pump station maintenance. The City earmarked \$66,000 for the purchase of the spare pumps. The recommendation includes:

- One (1) ABS pumps for the River Hills pump station, provided by FTC Equipment at \$22,201.11 for both units.
- One (1) Flygt pump for the River Hills pump station, provided by JCI Industries at \$13,210 for the one pump.

ALTERNATIVES:

1. Approve the purchase of two (2) spare pumps.
2. Do not approve the purchase.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the approval of the purchase of two (2) spare pumps.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on March 9, 2015, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve the purchase of two (2) spare pumps.

POLICY:

The Purchasing Policy, Resolution No. 10-02-14, requires the Board of Aldermen to approve all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve the purchase of two spare pumps for the McAfee and River Hills pump stations as outlined in staff's recommendation in a total amount of \$35,411.11.

ATTACHMENT:

1. Bid Tabulation
2. Purchase Order – FTC Equipment
3. Purchase Order – JCI Industries

BID TABULATION

SPARE PUMPS FOR (4) PUMP STATIONS JANUARY 22, 2015

SECTION – “ABS” PUMPS:

Bidder	TOTAL
Environmental & Process Systems, Inc.	\$29,440 for two units
FTC Equipment, LLC	\$28,810 for two units

SECTION – “FLYGT” PUMPS:

Bidder	TOTAL
JCI Industries	\$36,432 21,420 S. National/\$13,210 River Hills
Pentair	\$41,897

Engineer estimate: \$62,000

Budget: \$66,000

PURCHASE ORDER
(non-construction)

CITY OF PARKVILLE (PURCHASER)

Date: 3-17-2015

Upon proper acceptance, we agree to purchase from you upon terms and conditions set forth below and on the attached pages hereto.

VENDOR FTC EQUIPMENT, LLC
5238 Winner Road
Kansas City, MO 64127
Phone: 816-833-7200 Fax: 816-833-1074

SHIP TO: City of Parkville, WWTF, 12303 NW FF Highway, Parkville, MO 64152

INVOICE TO: City of Parkville, , 8880 Clark Ave., Parkville, MO 64152

ALL MATERIAL SHALL BE DELIVERED TO PURCHASER FREIGHT PREPAID, UNLESS OTHERWISE SPECIFIED BELOW.

FTC Equipment, LLC quote dated 3/5/15 (as revised) is attached hereto as Attachment C only for pricing detail. Terms and conditions shall be governed by this purchase order.

Vendor agrees to furnish following goods in accordance with the terms and provisions of this Purchase Order Agreement consisting of 4 pages including attachments. Purchaser agrees to pay the total sum of Twenty-Two Thousand, Two Hundred One and 11/100-----Dollars \$ 22,201.11) for such materials, subject to any additions or deductions agreed upon in writing. **Freight charges are included in purchase price and sales taxes will not be charged to the Purchaser as a tax exempt entity.** Purchaser will provide Vendor with a Tax Exemption Certificate upon request. Payment is to be made within 30 days after delivery of goods and receipt of invoice. This purchase order is only valid through 7/1/15.

ITEMS:

See Attachment "C" – Scope of Supply.

See Attachment "A" – Terms and Conditions
See Attachment "B" – Insurance Requirements

SCHEDULE OF DELIVERY:

F.O.B. Parkville WWTF, freight pre-paid by Vendor.

Address for delivery:

Parkville WWTF
12303 NW FF Highway
Parkville, MO 64152

Pumps shall be delivered within 12 weeks following execution of Purchase Order by the City of Parkville.

NOTE: All Terms and Conditions for Purchase Order attached hereto are incorporated herein by reference and made a part of this Purchase Order. Vendor's signature and return of this document as presented, or its delivery of any of the items covered by this Purchase Order, shall constitute acceptance of all of its terms and conditions. If this Purchase Order is not signed and returned to Purchaser within ten (10) days of the date stated on page 1 above, however, it may be deemed voidable at the option of Purchaser. Payment shall not be due until Vendor has furnished Purchaser, with the required Certificates of Insurance and any other documents required by Purchaser.

All terms in any offer, bid, order acknowledgement or other document that are inconsistent with the terms stated herein are explicitly rejected and not a part of this Purchase Order.

CITY OF PARKVILLE, MISSOURI. ("Purchaser")

By: *Mauro K. Servino*

Title: Mayor

Date: 3-17-2015

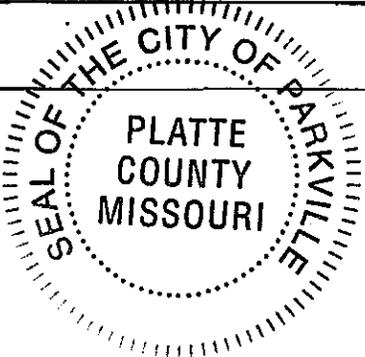
FTC Equipment, LLC

Vendor

By: *Mike Malasek* *Mike Kald*

Title: President

Date: 1/23/15



Attachment "A"

TERMS AND CONDITIONS FOR CITY OF PARKVILLE PURCHASE ORDER

1. **Packing and Shipping.** Purchaser reserves the right to inspect the goods at any time prior to shipment as well as upon delivery, but neither delivery nor inspection of goods shall constitute acceptance of them

2. **Work, Liens and Waivers:** Vendor agrees both to deliver the material to Purchaser and to perform the work free and clear of all claims, encumbrances or liens. Further if at any time there is evidence of any lien associated with the items delivered, Purchaser shall have the right to retain out of any payment then due or thereafter to become due an amount sufficient to completely indemnify against such invoice, bill, lien or claim.

3. **Insurance.** Vendor shall maintain liability and other insurance as set forth on Attachment "B" in amounts, with coverage and in companies satisfactory to Purchaser.

4. **Warranties.** (a) Vendor warrants that all work and material will be free from defects, of good quality and workmanship, suitable for their intended purposes and in strict accordance with all requirements of Purchaser, and will meet all capacities, functional tests and criteria required in them. (b) Vendor shall furnish to Purchaser all MSDS sheets relevant to items furnished hereunder.

5. **Time is of the Essence.** Vendor agrees to perform the work and furnish the goods called for as stated above by Purchaser.

6. **Indemnification:** Vendor agrees to indemnify, defend and hold harmless Purchaser from and against all claims, damages, losses, causes of action and expenses (i) arising out of injury to (including death of) any persons or damage to property alleged to have been caused in whole or in part by any act or omission of Vendor, its agents, employees, sub-subcontractors, Vendors or invitees, and (ii) arising out of (a) any alleged defects or failures in Vendor's products; (b) all tax liabilities of Vendor; (c) any infringement of patent, trademark or trade secrets; and (d) any mechanic's liens or payment bond claims by those claiming payments owed by Vendor. Vendor shall defend all suits brought against Purchaser on account of any such claims of liability, shall pay any settlements made or judgments rendered with respect thereto, and shall reimburse and indemnify Purchaser for all expenses, including court costs and reasonable attorneys' fees, incurred by Purchaser. The obligations set forth in this paragraph are continuing and shall survive occupancy, completion of the construction project, termination of the Purchase Order, acceptance of work, or final payment to Vendor.

7. **Changes:** Purchaser reserves the right to order changes in writing in the goods required hereunder and this Purchase Order shall be modified accordingly. No change shall be made in this Purchase Order without such written order and no claim of payment by Vendor for extras will be allowed unless such payment and such extra goods are agreed to in writing by Purchaser.

8. **Remedies:** If Vendor shall fail to perform in a timely manner, Purchaser may (in addition to all other rights) demand immediate cure of Vendor's default, correct Vendor's default, or obtain conforming goods elsewhere at Vendor's expense. In any case, Purchaser shall be entitled to recoup from Vendor all its loss, cost and expense incurred as a result of Vendor's default, including replacement of such defective work and damage to other work, and shall perform Vendor's warranty with respect thereof.

9. **Disputes:** Vendor agrees that all disputes under this Purchase Order shall be resolved in the Circuit Court of Platte County, Missouri or the U.S. District Court for the Western District of Missouri. This Purchase Order shall be construed under the laws of the State of Missouri.

10. **Pricing:** If price is omitted on this Purchase Order and not otherwise agreed to in writing, then the price to apply hereto will be the prevailing market price at (a) time of order or (b) time of delivery, whichever is less.

11. **Termination:** Purchaser by written notice to Vendor may at any time terminate and cancel this P.O. with respect to materials which remain undelivered on the date of such notice. In the event of such cancellation, Vendor shall promptly stop all work called for by this Purchase Order, and Purchaser's responsibility to Vendor is limited to paying Vendor for all goods delivered as of the date of termination. Other than as specifically provided for herein, Vendor shall not be entitled to claim or recover damages or loss of profits from Purchaser on account of any such cancellation, delays suffered by Vendor, irrespective of cause, or the rejection by Purchaser of any goods shipped under this Purchase Order..

12. **Assignment:** Vendor may not assign or transfer this Purchase Order or any part hereof without the prior written consent of Purchaser.

13. **This Purchase Order is the final and integrated agreement of the parties, superseding all negotiations and prior agreements of the parties.**

ATTACHMENT "B"

INSURANCE REQUIREMENTS

1. Vendor agrees to procure and carry, at its sole cost, until completion of this Purchase Order and all applicable warranty periods, all insurance, with identical limits of liability and scope of coverages, as set forth below; provided, however:

1.1 All insurance is to be issued by companies and with liability limits acceptable to Purchaser.

1.2 Purchaser reserves the right to review certified copies of any and all insurance policies to which this Purchase Order is applicable.

1.3 Insurance certificates, written on a standard ACORD form, **and a copy of the additional insured endorsement**, must be received by Purchaser prior to any payment by Purchaser or delivery of goods.

2. Such insurance shall include the following terms and conditions:

2.1 All coverages obtained by Vendor, except professional liability if applicable, shall be on an occurrence policy form and not on a claims made policy form.

2.2 The cost of defense of claims shall not erode the limits of coverage furnished.

2.3 Advance notice of cancellation. All insurance certificates will state that all coverages are in effect and will not be canceled without thirty (30) days' prior written notice to Purchaser and other required additional insureds (except for non-payment of premium, for which at least ten (10) days advance notice shall be given to Purchaser) of such insurance and shall contain an endorsement stating the insurers agreement to provide such notice, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms, such as ACORD forms. **A copy of the Notice of Cancellation Endorsement must be furnished to Purchaser prior to delivery of goods.**

2.4 Severability of Interest. All insurance carried shall be endorsed to provide that, inasmuch as this policy is written to cover more than one insured, all terms, conditions, insuring agreements and endorsements, with the exception of limits of liability, shall operate in the same manner as if there were a separate policy covering each insured.

2.5 Commercial General Liability Insurance. Vendor shall obtain and maintain Commercial General Liability Insurance, on an occurrence form for the hazards of contractual liability insuring the indemnities set forth in the Purchase Order, including personal injury, death and property damage.

2.6 Excess Liability. Vendor shall maintain Excess Liability coverage on an umbrella form with minimum limits of \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate.

2.8 Waiver of Subrogation. All insurance policies supplied shall include a waiver of any right of subrogation of the insurers thereunder against Purchaser and all its assigns, subsidiaries, affiliates, employees, insurers and underwriters. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise,

did not pay the insurance premium directly or indirectly, and whether or not the person or entity has an insurable interest in the property damaged.

2.9 Additional Insureds. Purchaser shall be included as additional insured under Vendor's furnished insurance, for ongoing and completed operations, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/12), under the commercial general liability policy. Said insurance shall be written on an OCCURRENCE basis, and shall be PRIMARY and NON-CONTRIBUTING.

2.10 Insurance Primary. All policies of insurance provided pursuant to this article shall be written as primary policies, and not in excess of the coverage of the indemnitee's insurance.

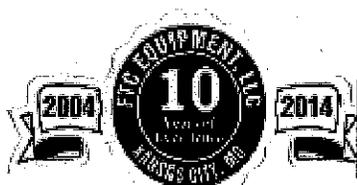
3. No Limitation of Liability. The required coverages referred to and set forth herein shall in no way affect, nor are they intended as a limitation on, Vendor's liability with respect to its performance of this Purchase Order.

ATTACHMENT C

FTC Equipment, LLC

5338 Winner Road
Kansas City, MO 64127

Phone: 816-833-7200
Fax: 816-833-1074



Quote

Date	Estimate #
3/5/2015	7153

Name/Address
City of Parkville 2880 Clark Avenue Parkville, MO 64152

Ship To
City of Parkville WWTF 12503 NW FF Highway Parkville, MO 64152

Terms	Rep	FOB	FTC Job #
Net 30	LM	Factory	

Qty	U/M	Item	Description	Rate	TOTAL
1	EA	Pump Package	Spare Wastewater Pump: 2015 Spare ABS Wastewater Pumps for McAfee Lift Station and Pinescroft Lift Station To Include: McAfee Lift Station (1) ABS Pump Model XFP1033 CB2 (300 mm) PE430/4EX-4", 38 HP, 4600/60, 49' Cable (1) 3 Year warranty with 100% cost of parts and labor for 3 years. Start Up Freight	22,201.11	22,201.11
1	EA	Pump Package	To Include: Pinescroft Lift Station (1) ABS Pump Model XFP1008 CB1A PE330/4EX-4" 18 HP, 1300/60, 49' Cable (1) 3 Year warranty with 100% cost of parts and labor for 3 years. Start Up Freight	6,698.89	6,698.89

We appreciate the opportunity to be of service to you!	Subtotal	\$22,201.11 \$28,810.00
TERMS AND CONDITIONS: Terms are net 30 days. Accounts not paid within terms are subject to a 1.5% service charge per month. Prices quoted are valid for 10 days from the date of this quote. Prices do not include any applicable taxes or freight charges. Freight is FOB factory. A convenience fee of 4% will be added to all credit card transactions.	Sales Tax (8.35%)	\$0.00
	TOTAL	\$22,201.11 \$28,810.00

PURCHASE ORDER
(non-construction)

CITY OF PARKVILLE (PURCHASER)

Date: 3-17-2015

Upon proper acceptance, we agree to purchase from you upon terms and conditions set forth below and on the attached pages hereto.

VENDOR JCI INDUSTRIES, INC.
1161 SE Hamblen Rd.
Lee's Summit, MO 64081
Phone: 816-525-3320 Fax: 816-525-5881

SHIP TO: City of Parkville, WWTF, 12303 NW FF Highway, Parkville, MO 64152

INVOICE TO: City of Parkville, , 8880 Clark Ave., Parkville, MO 64152

ALL MATERIAL SHALL BE DELIVERED TO PURCHASER FREIGHT PREPAID, UNLESS OTHERWISE SPECIFIED BELOW.

Vendor agrees to furnish following goods in accordance with the terms and provisions of this Purchase Order Agreement consisting of 4 pages including attachments. Purchaser agrees to pay the total sum of Thirteen Thousand, Two Hundred Ten and No/100 -----Dollars \$ 13,210.00) for such materials, subject to any additions or deductions agreed upon in writing. **Freight charges are included in purchase price and sales taxes will not be charged to the Purchaser as a tax exempt entity.** Purchaser will provide Vendor with a Tax Exemption Certificate upon request. Payment is to be made within 30 days after delivery of goods and receipt of invoice. This purchase order is only valid through 7/1/15.

ITEMS:

See Attachment "C" – Scope of Supply.

See Attachment "A" – Terms and Conditions
See Attachment "B" – Insurance Requirements

SCHEDULE OF DELIVERY:

F.O.B. Parkville WWTF, freight pre-paid by Vendor.

Address for delivery:

Parkville WWTF
12303 NW FF Highway
Parkville, MO 64152

Pumps shall be delivered within 12 weeks following execution of Purchase Order by the City of Parkville.

NOTE: All Terms and Conditions for Purchase Order attached hereto are incorporated herein by reference and made a part of this Purchase Order. Vendor's signature and return of this document as presented, or its delivery of any of the items covered by this Purchase Order, shall constitute acceptance of all of its terms and conditions. If this Purchase Order is not signed and returned to Purchaser within ten (10) days of the date stated on page 1 above, however, it may be deemed voidable at the option of Purchaser. Payment shall not be due until Vendor has furnished Purchaser, with the required Certificates of Insurance and any other documents required by Purchaser.

All terms in any offer, bid, order acknowledgement or other document that are inconsistent with the terms stated herein are explicitly rejected and not a part of this Purchase Order.

CITY OF PARKVILLE, MISSOURI. ("Purchaser")

JCI Industries, Inc.
Vendor

By: Marilyn R. Schmitt

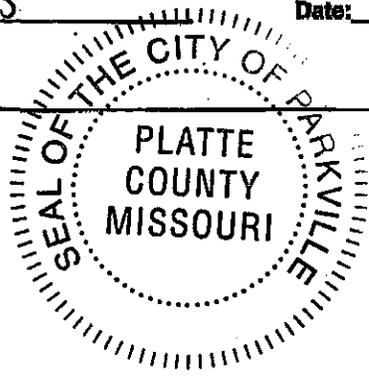
By: Andrew Voith

Title: Mayor

Title: Applications Engineer

Date: 3-17-2015

Date: 1-22-15



Attachment "A"

TERMS AND CONDITIONS FOR CITY OF PARKVILLE PURCHASE ORDER

1. **Packing and Shipping.** Purchaser reserves the right to inspect the goods at any time prior to shipment as well as upon delivery, but neither delivery nor inspection of goods shall constitute acceptance of them

2. **Work, Liens and Waivers:** Vendor agrees both to deliver the material to Purchaser and to perform the work free and clear of all claims, encumbrances or liens. Further if at any time there is evidence of any lien associated with the items delivered, Purchaser shall have the right to retain out of any payment then due or thereafter to become due an amount sufficient to completely indemnify against such invoice, bill, lien or claim.

3. **Insurance.** Vendor shall maintain liability and other insurance as set forth on Attachment "B" in amounts, with coverage and in companies satisfactory to Purchaser.

4. **Warranties.** (a) Vendor warrants that all work and material will be free from defects, of good quality and workmanship, suitable for their intended purposes and in strict accordance with all requirements of Purchaser, and will meet all capacities, functional tests and criteria required in them. (b) Vendor shall furnish to Purchaser all MSDS sheets relevant to items furnished hereunder.

5. **Time is of the Essence.** Vendor agrees to perform the work and furnish the goods called for as stated above by Purchaser.

6. **Indemnification:** Vendor agrees to indemnify, defend and hold harmless Purchaser from and against all claims, damages, losses, causes of action and expenses (i) arising out of injury to (including death of) any persons or damage to property alleged to have been caused in whole or in part by any act or omission of Vendor, its agents, employees, sub-subcontractors, Vendors or invitees, and (ii) arising out of (a) any alleged defects or failures in Vendor's products; (b) all tax liabilities of Vendor; (c) any infringement of patent, trademark or trade secrets; and (d) any mechanic's liens or payment bond claims by those claiming payments owed by Vendor. Vendor shall defend all suits brought against Purchaser on account of any such claims of liability, shall pay any settlements made or judgments rendered with respect thereto, and shall reimburse and indemnify Purchaser for all expenses, including court costs and reasonable attorneys' fees, incurred by Purchaser. The obligations set forth in this paragraph are continuing and shall survive occupancy, completion of the construction project, termination of the Purchase Order, acceptance of work, or final payment to Vendor.

7. **Changes:** Purchaser reserves the right to order changes in writing in the goods required hereunder and this Purchase Order shall be modified accordingly. No change shall be made in this Purchase Order without such written order and no claim of payment by Vendor for extras will be allowed unless such payment and such extra goods are agreed to in writing by Purchaser.

8. **Remedies:** If Vendor shall fail to perform in a timely manner, Purchaser may (in addition to all other rights) demand immediate cure of Vendor's default, correct Vendor's default, or obtain conforming goods elsewhere at Vendor's expense. In any case, Purchaser shall be entitled to recoup from Vendor all its loss, cost and expense incurred as a result of Vendor's default, including replacement of such defective work and damage to other work, and shall perform Vendor's warranty with respect thereof.

9. **Disputes:** Vendor agrees that all disputes under this Purchase Order shall be resolved in the Circuit Court of Platte County, Missouri or the U.S. District Court for the Western District of Missouri. This Purchase Order shall be construed under the laws of the State of Missouri.

10. **Pricing:** If price is omitted on this Purchase Order and not otherwise agreed to in writing, then the price to apply hereto will be the prevailing market price at (a) time of order or (b) time of delivery, whichever is less.

11. **Termination:** Purchaser by written notice to Vendor may at any time terminate and cancel this P.O. with respect to materials which remain undelivered on the date of such notice. In the event of such cancellation, Vendor shall promptly stop all work called for by this Purchase Order, and Purchaser's responsibility to Vendor is limited to paying Vendor for all goods delivered as of the date of termination. Other than as specifically provided for herein, Vendor shall not be entitled to claim or recover damages or loss of profits from Purchaser on account of any such cancellation, delays suffered by Vendor, irrespective of cause, or the rejection by Purchaser of any goods shipped under this Purchase Order.

12. **Assignment:** Vendor may not assign or transfer this Purchase Order or any part hereof without the prior written consent of Purchaser.

13. **This Purchase Order is the final and integrated agreement of the parties, superseding all negotiations and prior agreements of the parties.**

ATTACHMENT "B"

INSURANCE REQUIREMENTS

1. Vendor agrees to procure and carry, at its sole cost, until completion of this Purchase Order and all applicable warranty periods, all insurance, with identical limits of liability and scope of coverages, as set forth below; provided, however:

1.1 All insurance is to be issued by companies and with liability limits acceptable to Purchaser.

1.2 Purchaser reserves the right to review certified copies of any and all insurance policies to which this Purchase Order is applicable.

1.3 Insurance certificates, written on a standard ACORD form, **and a copy of the additional insured endorsement**, must be received by Purchaser prior to any payment by Purchaser or delivery of goods.

2. Such insurance shall include the following terms and conditions:

2.1 All coverages obtained by Vendor, except professional liability if applicable, shall be on an occurrence policy form and not on a claims made policy form.

2.2 The cost of defense of claims shall not erode the limits of coverage furnished.

2.3 Advance notice of cancellation. All insurance certificates will state that all coverages are in effect and will not be canceled without thirty (30) days' prior written notice to Purchaser and other required additional insureds (except for non-payment of premium, for which at least ten (10) days advance notice shall be given to Purchaser) of such insurance and shall contain an endorsement stating the insurers agreement to provide such notice, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms, such as ACORD forms. **A copy of the Notice of Cancellation Endorsement must be furnished to Purchaser prior to delivery of goods.**

2.4 Severability of Interest. All insurance carried shall be endorsed to provide that, inasmuch as this policy is written to cover more than one insured, all terms, conditions, insuring agreements and endorsements, with the exception of limits of liability, shall operate in the same manner as if there were a separate policy covering each insured.

2.5 Commercial General Liability Insurance. Vendor shall obtain and maintain Commercial General Liability Insurance, on an occurrence form for the hazards of contractual liability insuring the indemnities set forth in the Purchase Order, including personal injury, death and property damage.

2.6 Excess Liability. Vendor shall maintain Excess Liability coverage on an umbrella form with minimum limits of \$1,000,000.00 per occurrence and \$1,000,000.00 aggregate.

2.8 Waiver of Subrogation. All insurance policies supplied shall include a waiver of any right of subrogation of the insurers thereunder against Purchaser and all its assigns, subsidiaries, affiliates, employees, insurers and underwriters. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise,

did not pay the insurance premium directly or indirectly, and whether or not the person or entity has an insurable interest in the property damaged.

2.9 Additional Insureds. Purchaser shall be included as additional insured under Vendor's furnished insurance, for ongoing and completed operations, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/12), under the commercial general liability policy. Said insurance shall be written on an OCCURRENCE basis, and shall be PRIMARY and NON-CONTRIBUTING.

2.10 Insurance Primary. All policies of insurance provided pursuant to this article shall be written as primary policies, and not in excess of the coverage of the indemnitee's insurance.

3. No Limitation of Liability. The required coverages referred to and set forth herein shall in no way affect, nor are they intended as a limitation on, Vendor's liability with respect to its performance of this Purchase Order.

ATTACHMENT C – SCOPE OF SUPPLY

Vendor shall furnish spare submersible wastewater pumping units as follows:

For the River Hills Lift Station: One unit equivalent to existing Model CP3140-090-6066 (15 HP, 480/3/60). Model shall be: NP3153.095, 830 impeller, explosion proof, 17 Hp, with 50-foot long cables. According to City records, the serial numbers of existing units are: 9940017 & 9940018.

General Requirements for Pumps:

1. Furnished pumps shall be new, un-used units.
2. Pumps shall be able to pump 3-inch spherical solids.
3. Each pump, with its appurtenances and cable, shall be capable of continuous submergence under water without loss of watertight integrity to a depth of sixty-five (65) feet.
4. Pumps shall be manufactured by Flygt Pumps, a brand of Xylem, Inc.
5. Furnished pumps shall be functionally interchangeable with the existing units. The new pumps shall have the same performance characteristics (pump curves) and shall draw the same power as the existing units. The new pumps shall fit on the existing guiderail system and base elbow, and wiring shall be compatible with the existing terminal boxes, seal leak monitoring systems, and motor thermal switch monitoring systems.
6. It shall be responsibility of Vendor to ensure that the furnished pumps are the correct equivalent for the existing pumps. Vendor shall verify compatibility by running the serial numbers of the existing pumps. Vendor may also visit the pump station sites. Notify Alliance Water Resources at 816-215-5690 to set up an appointment for access.
7. Submittals: Are not required. Any submittals provided by Vendor will be filed by Purchaser for informational purposes. Vendor will neither review nor approve submittals.
8. Installation: When the pumps are delivered, Purchaser will install the units as soon as possible, and will notify Vendor when the units are ready for check-out and start-up, and will schedule a time mutually acceptable for the two parties. Purchaser will not run the pumps (other than to confirm rotation) until Vendor has inspected the installation.
9. Start-Up Services: Vendor shall provide a technician for start-up. Vendor's representative shall review the installation and prepare a start-up report that lists the checks performed and measurements taken. Vendor's representative shall also review the wiring and shall instruct Purchaser on the correct wiring and termination of the new pumps, including the preparation of diagrams. The Start-Up Report shall be signed by Vendor and a copy shall be provided to Purchaser. Receipt of the signed Start-Up Report shall indicate that Vendor approves the installation and takes no exception to subsequent warranty claims on the basis of improper installation.
10. If for some reason the pumps are not fully interchangeable with the existing units, Purchaser will bring this to Vendor's as soon as possible, ideally at Start-Up. Vendor will have the option of replacing, correcting, or modifying the new units to work with existing installation, as long as these modifications will not affect interchangeability with the existing pumping units. All base elbow, brackets, electrical, and panel modifications that become necessary for installation and operation of the new pumps shall be performed by Vendor, at no cost to Purchaser.
11. Service conditions for the furnished pumps shall be to pump raw, unscreened municipal wastewater.
12. Warranty: Vendor shall provide a warranty on all new pumps.
 - a. Warranty shall commence on date of delivery.
 - b. Coverage shall be 100% cost of parts and labor for the first 3 (three) years.
 - c. Coverage shall be parts only for the fourth and fifth years, and may be pro-rated.
 - d. Purchaser will perform routine maintenance and inspection of the pumping units, and will maintain the pumps in good working order.

- e. If Purchaser suspects that service will be necessary during the warranty period, Purchaser will notify vendor of the occurrence and with Vendor's concurrence Purchaser may attempt to troubleshoot the affected pump.
13. Vendor shall provide O&M Manuals and wiring diagrams for each pump model furnished, with two hardcopies provided. Wiring diagrams shall clearly indicate the termination of power wires and alarm wires, and shall show wire colors that match the wires inside the pump cables.
 14. Vendor will make payment to Purchaser after all of the above conditions have been fulfilled.

CITY OF PARKVILLE Policy Report

Date: March 10, 2015

PREPARED BY:

Alysen Abel
Public Works Director

REVIEWED BY:

Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve a resolution employing Kevin Blair as a part-time Public Works Construction Inspector.

BACKGROUND:

The City advertised the position of part-time Public Works Construction Inspector in February and received nine applications. This field was narrowed to four qualified candidates who possessed construction and inspection backgrounds. An interview and selection process was conducted in late February and Kevin Blair was selected to fill the position. He has 34 years of experience working for the Army Corps of Engineers as a Quality Assurance Supervisor, Contract & Construction Representative, and Resident Engineer. This related experience will be a valuable asset to the City. Mr. Blair has demonstrated the necessary skills and capability to execute the fundamental duties of the position and has successfully completed all necessary requirements for consideration for hire.

BUDGET IMPACT:

This is a budgeted position with a starting salary of \$24.00 per hour for approximately 25 hours per week.

ALTERNATIVES:

1. Approve the hiring resolution for Kevin Blair as part-time Public Works Construction Inspector.
2. Do not approve the hiring of Kevin Blair.
3. Postpone the item.

STAFF RECOMMENDATION:

Approve the attached resolution and hiring of Kevin Blair as a part-time Public Works Construction Inspector effective March 18, 2015.

POLICY:

The City of Parkville's Personnel Manual requires the Board of Aldermen to approve all hiring.

SUGGESTED MOTION:

I move to approve Resolution No. 03-02-15 employing Kevin Blair as a part-time Public Works Construction Inspector, effective March 18, 2015.

ATTACHMENT:

1. Resolution No. 03-02-15



**CITY OF PARKVILLE, MO
RESOLUTION NO. 03-02-15**

**A RESOLUTION EMPLOYING KEVIN BLAIR AS
PART-TIME PUBLIC WORKS CONSTRUCTION INSPECTOR**

WHEREAS, the City of Parkville has a vacancy in the position of Part-Time Public Works Construction Inspector; and

WHEREAS, Kevin Blair meets the minimum qualifications of the position and was recommended for hire by the Public Works Director following a selection process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN FOR THE CITY OF PARKVILLE AS FOLLOWS:

SECTION 1. That Kevin Blair is hired as a Part-Time Public Works Construction Inspector with a starting hourly pay of \$24.00 per hour for approximately 25 hours per week, effective as of March 18, 2015.

SECTION 2. That Mr. Blair shall be subject to and shall receive all other benefits as applicable to part-time employees in accordance with the City’s adopted personnel manual, as may be amended by the Board.

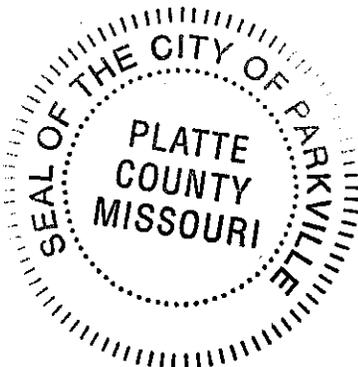
SECTION 3. That Mr. Blair shall serve at the will of the Board and his employment may be terminated at any time with or without cause.

IN TESTIMONY WHEREOF, I have hereto set my hand, in the City of Parkville this 17th day of March, 2015.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney



CITY OF PARKVILLE
Policy Report

Date: March 10, 2015

PREPARED BY:

Alysen Abel
Public Works Director

REVIEWED BY:

Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve a resolution employing Travis Phelan and William Thomsen as seasonal full-time laborers for the Parks Division of the Public Works Department.

BACKGROUND:

The City advertised the position of full-time seasonal Parks Department laborers in March. Two previous seasonal employees expressed an interest in resuming seasonal Parks Department positions. Both candidates demonstrated the necessary skills and capability to execute the fundamental duties of the position and have successfully completed all necessary requirements for consideration for hire.

BUDGET IMPACT:

These are budgeted positions with starting salaries of \$13.00 per hour for 40 hours per week.

ALTERNATIVES:

1. Approve the hiring resolution for Travis Phelan and William Thomsen as full-time seasonal Parks Department employees.
2. Do not approve the hiring of Travis Phelan and William Thomsen.
3. Postpone the item.

STAFF RECOMMENDATION:

Approve the attached resolution and hiring of Travis Phelan and William Thomsen as full-time seasonal Parks Department laborers, effective March 18, 2015.

POLICY:

The City of Parkville's Personnel Manual requires the Board of Aldermen to approve all hiring.

SUGGESTED MOTION:

I move to approve Resolution No. 03-03-15 employing Travis Phelan and William Thomsen as seasonal full-time laborers for the Parks Division of the Public Works Department, effective March 18, 2015.

ATTACHMENT:

1. Resolution No. 03-03-15



**CITY OF PARKVILLE, MO
RESOLUTION NO. 03-03-15**

A RESOLUTION EMPLOYING TRAVIS PHELAN AND WILLIAM THOMSEN AS FULL-TIME SEASONAL EMPLOYEES FOR THE PARKS DIVISION OF THE PUBLIC WORKS DEPARTMENT

WHEREAS, the City of Parkville has vacancies in the position of Full-Time Seasonal laborers for the Parks Division of the Public Works Department.

WHEREAS, Travis Phelan and William Thomsen meet the minimum qualifications of the position and were recommended for hire by the Public Works Director following a selection process.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN FOR THE CITY OF PARKVILLE AS FOLLOWS:

SECTION 1. That Travis Phelan and William Thomsen are hired as Full-Time Seasonal Employees for the Parks Division with a starting hourly pay of \$13.00 per hour, for 40 hours per week, effective as of March 18, 2015.

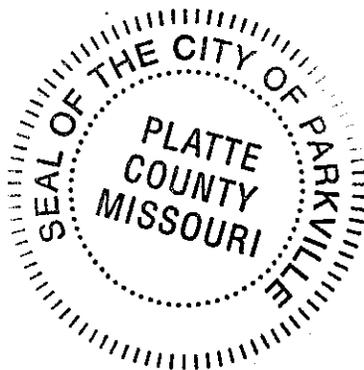
SECTION 2. That Mr. Phelan and Mr. Thomsen shall be subject to and shall receive all other benefits as applicable to full-time seasonal employees in accordance with the City’s adopted personnel manual, as may be amended by the Board.

SECTION 3. That Mr. Phelan and Mr. Thomsen shall serve at the will of the Board and their employment may be terminated at any time with or without cause.

IN TESTIMONY WHEREOF, I have hereto set my hand, in the City of Parkville this 17th day of March, 2015.

ATTESTED:

Melissa McChesney
City Clerk Melissa McChesney



Nanette K. Johnston
Mayor Nanette K. Johnston

CITY OF PARKVILLE

Policy Report

Date: March 9, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Sean Ackerson
Assistant City Administrator

ISSUE:

Approve a resolution of support for the City of Riverside's Land Water and Conservation Fund grant application to extend the Missouri Riverfront Trail.

BACKGROUND:

The City of Riverside, the City of Parkville, and Platte County all desire to extend the Missouri Riverfront Trail to eventually connect to the trail system in English Landing Park. Platte County has funding available through the voter-supported parks and stormwater sales tax to complete the remaining trail segments. City staff has been working with Platte County and property owners to acquire right-of-way and resolve other issues in order to allow design and construction to proceed. The City of Riverside is applying for a grant through the Local Water and Conservation Fund (LWCF) of the Missouri Department of Natural Resources (MDNR) to complete a portion of the trail within Riverside. Riverside has requested a resolution of support from Parkville to accompany the grant application and demonstrate the strong intergovernmental partnership. The grant is advantageous to Parkville because, if awarded, it will free up Platte County funding for other trail segments, including those in Parkville.

Parkville is not asked to make a financial commitment at this time. Platte County is providing the local match funding required for the grant. All three parties anticipate executing an interlocal trail maintenance agreement before construction to define the ongoing capital and maintenance obligations. The agreement will be subject to Board of Aldermen review and approval.

BUDGET IMPACT:

There is no budget impact associated with this action.

ALTERNATIVES:

1. Approve Resolution No. 03-04-15 supporting the grant application.
2. Do not approve the resolution.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen approve Resolution No. 03-04-15 supporting the City of Riverside application for a LWCF grant to extend the Missouri Riverfront Trail.

POLICY:

The grant requires demonstration of support from partnering agencies via resolution.

SUGGESTED MOTION:

I move to approve Resolution No. 03-04-15 supporting the City of Riverside application for a Land Water and Conservation Fund grant to extend the Missouri Riverfront Trail.

ATTACHMENT:

1. Resolution No. 03-04-15
-



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

**CITY OF PARKVILLE, MO
RESOLUTION NO. 03-04-15**

**A RESOLUTION SUPPORTING THE CITY OF RIVERSIDE APPLICATION FOR A LAND WATER
AND CONSERVATION FUND GRANT**

WHEREAS, the City of Parkville deems it a high priority to preserve open space and provide both active and passive recreational opportunities to serve its citizens and visitors; and

WHEREAS, the City of Parkville has successfully partnered with Platte County and the City of Riverside on intergovernmental efforts of mutual interest; and

WHEREAS, the City of Parkville, the City of Riverside, and Platte County desire to extend the 3.25 mile Missouri Riverfront Trail to eventually connect to the 5 mile trail system in English Landing and Platte Landing Parks; and

WHEREAS, completion of the trail segment is identified as a top parks and recreation priority in the City's adopted Master Plan; and

WHEREAS, Platte County completed a statistically valid community survey that identified completion of this segment as the top trail expansion priority for Platte County residents; and

WHEREAS, the City of Riverside seeks support from the City of Parkville and Platte County to pursue grant funds to extend the trail system;

WHEREAS, Platte County has committed funds from its voter-approved parks and stormwater sales tax for local matching dollars for the grant.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN FOR THE CITY OF PARKVILLE AS FOLLOWS:

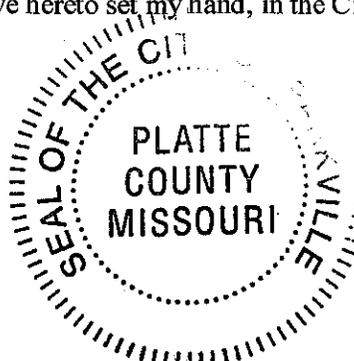
SECTION 1. That the City of Parkville supports the application of the City of Riverside for the Land Water and Conservation Fund (LWCF) grant of the Missouri Department of Natural Resources (MDNR) for funds toward constructing an extension of the Missouri Riverfront Trail.

SECTION 2. That the City of Parkville's support does not convey any financial commitment at this time. The City of Parkville may participate in future maintenance of any trail segments within the Parkville city limits, subject to negotiation of a trail maintenance agreement and final approval by the Board of Aldermen.

IN TESTIMONY WHEREOF, I have hereto set my hand, in the City of Parkville this 17th day of March 2015.

ATTESTED:

Melissa McChesney
City Clerk Melissa McChesney



Nanette K. Johnston
Mayor Nanette K. Johnston

CITY OF PARKVILLE
Policy Report

Date: March 10, 2015

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Matthew Chapman
Finance/Human Resources Director

ISSUE:

Approval of Accounts Payable Invoices, Insurance Payments, 1st of the Month Checks, Electronic Funds Transfer (EFT) Payments, Credit and Debit Card Processing Fees, and Payroll Expenditures from 2/26/2015 – 3/10/2015.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from February 26, 2015, through March 10, 2015. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of city funds.

BUDGET IMPACT:

Accounts Payable	\$143,328.11
Insurance Payments	\$0.00
1 st of the Month	\$2,450.00
EFT Payments	\$907.92
Processing Fees	\$230.73
Payroll	\$49,119.86
TOTAL	\$196,036.62

ALTERNATIVES:

1. Approve the release of funds.
2. Deny the release of funds and provide further direction to City Administration.
3. Deny any portion of the release of funds and provide further direction to City Administration.

STAFF RECOMMENDATION:

Staff recommends the release of funds as summarized in the attached statements.

SUGGESTED MOTION:

I move to appropriate \$196,036.62 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. 1st of the Month
3. EFT Payments
4. Processing Fees
5. Payroll
6. Carquest Purchases

PACKET: 05098 Regular Payments 3/3/15
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK		DISCOUNT	AMOUNT	CHECK	
			TYPE	DATE			NO#	AMOUNT
01081	Consolidated Public Water Supply District #1							
	I-Due 3/15/15	Due 3/15/15	R	3/03/2015		42.10CR	033521	42.10

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	42.10	42.10
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	42.10	42.10

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05102 Federal Withholdings - 3/6/15
 VENDOR SET: 01
 BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00044	Park Bank							
	I-T1 201503054086	Federal Withholding	D	3/06/2015		7,756.59CR	000000	
	I-T3 201503054086	FICA W/H	D	3/06/2015		8,392.68CR	000000	
	I-T4 201503054086	Medicare W/H	D	3/06/2015		1,962.80CR	000000	18,112.07

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	18,112.07	18,112.07
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	18,112.07	18,112.07

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05104 Direct Payables 3/9/15

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02204		Platte County Recorder				

I-3/9/15	AP	Lien Release 3/09/2015 3/9/15 Lien Release-SW	24.00			
		DUE: 3/09/2015 DISC: 3/09/2015		1099: N		
		3/9/15Lien Release-SW		30 501.09-21-00	Miscellaneous	24.00
		=== VENDOR TOTALS ===	24.00			
		=== PACKET TOTALS ===	24.00			

PACKET: 05108 Regular Payments 3/10/15
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00160	Missouri Gas Energy							
	I-Due 3/19/15	Due 3/19/15	D	3/17/2015		515.29CR	000000	515.29
00314	Pitney Bowes-Purchase Power							
	I-2/28/15 Stmt	2/28/15 Stmt	D	3/17/2015		400.00CR	000000	400.00
01614	KCPL							
	I-Due 3/17/15	Due 3/17/15	D	3/17/2015		451.19CR	000000	
	I-Due 3/23/15	Due 3/23/15	D	3/17/2015		99.26CR	000000	550.45
01849	Fleet Services - Police							
	I-40013166	Fuel-PD	D	3/17/2015		1,665.25CR	000000	1,665.25
01850	Fleet Services - General Account							
	I-40013596	Fuel	D	3/17/2015		2,398.28CR	000000	2,398.28
00006	Alamar Uniforms							
	I-02-01-16236	Uniforms-PD	R	3/17/2015		2.75CR	033526	2.75
00012	Carquest Auto Parts Store							
	I-Stmt 2/28/15	Stmt 2/28/15	R	3/17/2015		338.78CR	033527	338.78
00014	Chucks Parkville Garage							
	I-33519	Oil Change-NS	R	3/17/2015		46.16CR	033528	46.16
00070	Kay D. Barney D.O.							
	I-2/25/15	Drug Screen-PD	R	3/17/2015		105.00CR	033529	105.00
00079	MARC							
	I-3/3/15	Grant Local Match-CIP,95	R	3/17/2015		75,000.00CR	033530	75,000.00
00111	PsychLogic							
	I-3/5/15	Pysch Eval-PK	R	3/17/2015		200.00CR	033531	200.00
00154	T-Ray Specialties Inc.							
	I-26638	Trash Bags-PK	R	3/17/2015		239.88CR	033532	239.88
00156	Dave's Foreign Car Repair LLC							
	I-131,547	Oil Change-PD	R	3/17/2015		35.00CR	033533	
	I-131502	Alternator Repair-PD	R	3/17/2015		490.59CR	033533	
	I-131523	Combust Cleaner-PD	R	3/17/2015		25.47CR	033533	551.06

PACKET: 05108 Regular Payments 3/10/15
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00159	Missouri American Water							
	I-Due 3/19/15	Due 3/19/15	R	3/17/2015		29.69CR	033534	
	I-Due 3/25/15	Due 3/25/15	R	3/17/2015		150.43CR	033534	180.12
00174	Bernie Electric Wholesale, Inc.							
	I-s100027201	Light Globes-PK	R	3/17/2015		60.00CR	033535	60.00
00269	General Code							
	I-C0017458	annual maint agreement-IT	R	3/17/2015		695.00CR	033536	695.00
00358	Missouri Dept of Revenue Information Technology							
	I-44906	Sales tax report-AD	R	3/17/2015		35.00CR	033537	35.00
00489	American Equipment Co.							
	I-23018	Chain-TP	R	3/17/2015		19.28CR	033538	19.28
00722	Praxair Distribution							
	I-30408873	Tank Lease-ST	R	3/17/2015		152.50CR	033539	152.50
00899	Parkville Municipal Court							
	I-Feb 15	Processing Fees-CT	R	3/17/2015		142.82CR	033540	142.82
00977	Curious Eye Productions							
	I-003-015	Meeting Production-Ad	R	3/17/2015		1,000.00CR	033541	1,000.00
01083	UMB Bank, N.A.							
	I-3/25/15	2004C Bond Payment	R	3/17/2015		14,573.98CR	033542	14,573.98
01369	Ameriguard Inc							
	I-7260	Polygraph-PD	R	3/17/2015		275.00CR	033543	275.00
01614	KCPL							
	I-Due 3/18/15	Due 3/18/15	R	3/17/2015		22,580.41CR	033544	22,580.41
01701	Platte County Citizen							
	I-2/4	Job Ad-PW	R	3/17/2015		17.60CR	033545	17.60
01766	American Waste Systems, Inc.							
	I-231879	Porta Potty-NS	R	3/17/2015		104.93CR	033546	104.93
01888	Kevin Chrisman							
	I-3/4/15 Exp Report	3/4/15 Exp Report-PD	R	3/17/2015		16.00CR	033547	16.00

PACKET: 05108 Regular Payments 3/10/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01982	Rejis Commission I-INC0040469	Terminal-REJIS-PD	R	3/17/2015		65.07CR	033548	65.07
01990	Dale Brothers, Inc. I-13723P	Salt and Sand-TP	R	3/17/2015		2,506.00CR	033549	2,506.00
02018	Ace ImageWear I-0384307 I-0387093	Towels-PK Shop Rags, Towel, Soap-PK	R	3/17/2015		29.00CR 58.96CR	033550 033550	87.96
02029	Reinders, Inc. I-5021608-00	Ball field matieral-PK	R	3/17/2015		350.00CR	033551	350.00
02175	eNet I-4077 I-4086	Server Backup-IT Printer Repair Kit-AD	R	3/17/2015		177.00CR 85.87CR	033552 033552	262.87
02317	UMB Bank, N.A. I-143467	HSA Account Fees-AD,PK,ST	R	3/17/2015		12.50CR	033553	12.50

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	28	0.00	119,620.67	119,620.67
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	0.00	5,529.27	5,529.27
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	33	0.00	125,149.94	125,149.94

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05107 1st of the Month 4/1/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00100	Peter M. Schloss							
	I-Apr12015-Prosecuto	City Prosecutor	R	4/01/2015		1,450.00CR	033523	1,450.00
00577	Sarah E Recker, Law Offic							
	I-Apr12015-Pub Defen	Public Defender	R	4/01/2015		600.00CR	033524	600.00
01221	Andrew Coulson							
	I-Apr12015-Asst Pros	Assistant Prosecutor	R	4/01/2015		400.00CR	033525	400.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	3	0.00	2,450.00	2,450.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	3	0.00	2,450.00	2,450.00

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05106 4/1/15 EFT

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

ITEM DATE	GROSS	P.O.#				
-----ID-----	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	---ACCOUNT NAME--	DISTRIBUTION
=====						
01-02201	ICMA Retirement Coproration					

I-April2015-Retiremen	4/01/2015	Lauren Palmer Retirement	554.00			
	AP	DUE: 4/01/2015 DISC: 4/01/2015		1099: N		
		Lauren Palmer Retirement		10 501.01-22-00	Retirement	554.00

I-ICM201502194083	2/20/2015	457 DEF COMP	167.77			
	AP	DUE: 2/20/2015 DISC: 2/20/2015		1099: N		
		457 DEF COMP		10 501.01-22-00	Retirement	167.77

I-ICM201503054086	3/06/2015	457 DEF COMP	166.15			
	AP	DUE: 3/06/2015 DISC: 3/06/2015		1099: N		
		457 DEF COMP		10 501.01-22-00	Retirement	166.15

		=== VENDOR TOTALS ===	887.92			
=====						
01-02191	Timothy Blakeslee*					

I-April2015-Allowance	4/01/2015	Cell Phone Allowance	10.00			
	AP	DUE: 4/01/2015 DISC: 4/01/2015		1099: N		
		Cell Phone Allowance		10 501.03-05-00	Mobile Phones &	10.00

		=== VENDOR TOTALS ===	10.00			
=====						
01-01729	Toni Rizutti*					

I-April2015-Reimburse	4/01/2015	Cell Phone Reimbursement	10.00			
	AP	DUE: 4/01/2015 DISC: 4/01/2015		1099: N		
		Cell Phone Reimbursement		10 510.03-05-00	Mobile Phone &	10.00

		=== VENDOR TOTALS ===	10.00			
		=== PACKET TOTALS ===	907.92			

DEPT: ALL
PAYROLL NO#: 01

-----DEPARTMENT RECAP-----

DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	BENEFITS	DEDUCTIONS	TAXES	NET
10-15	3,353.61	3,070.91	0.00	282.70	0.00	0.00	89.43	611.57	2,652.61
10-18	6,963.43	5,651.35	0.00	1,312.08	0.00	0.00	697.23	1,577.63	4,688.57
10-20	11,907.14	7,802.66	0.00	1,085.52	3,018.96	0.00	977.91	2,634.01	8,295.22
10-25	5,899.46	3,761.49	0.00	849.05	1,288.92	0.00	786.37	1,349.98	3,763.11
10-35	576.96	576.96	0.00	0.00	0.00	0.00	5.77	81.61	489.58
30-01	205.56	205.56	0.00	0.00	0.00	0.00	0.00	27.43	178.13
TOTALS	71,661.52	57,819.66	752.49	8,781.49	4,307.88	0.00	7,200.67	15,340.99	49,119.86

REGULAR INPUT: 50 MANUAL INPUT: 0 CHECK STUB COUNT: 1 DIRECT DEPOSIT STUB COUNT: 49

Accounts Payable Credit Card Report 3/11/15			
Accounts:	1	Sewer	Total
Monthly Fees:	\$ 48.66	\$ 182.07	\$ 230.73
\$ Collected on CC:	\$ 82.50	\$ 6,629.05	\$ 6,711.55

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 3/02/2015 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00012	Carquest Auto Parts Store							
	I-Stmt 2/28/15		3/17/2015			033527		
10	505.06-21-00		Vehicle Repair & Maintenance Wiper-PD	14.82				
10	535.06-21-00		Vehicle Repair & Maintenance Spark Plug-NS	40.58				
40	520.06-21-00		Vehicle & Equipment MaintenancWiper Blades-TP	25.74				
40	520.06-21-00		Vehicle & Equipment MaintenancBelts, hoses, deicer	143.44				
40	520.06-22-00		Vehicle & Equipment Gas & OilOil, Fuilid-TP	69.01				
10	525.06-21-00		Vehicle Repair & Maintenance Blub-PK	7.69				
10	505.06-21-00		Vehicle Repair & Maintenance Lamp-PD	15.38				
10	505.06-21-00		Vehicle Repair & Maintenance Wiper Blade-PD	7.69				
40	520.06-21-00		Vehicle & Equipment MaintenancVelcro-TP	4.32				
10	505.06-21-00		Vehicle Repair & Maintenance Fuel Treatment-PD	10.11				338.78

*** TOTALS ***	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	338.78	0.00	338.78
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0 VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	0.00

TOTAL ERRORS: 0

*** G/L ACCOUNT TOTALS ***

G/L ACCOUNT	NAME	AMOUNT
10 505.06-21-00	Vehicle Repair & Maintenance	48.00
10 525.06-21-00	Vehicle Repair & Maintenance	7.69
10 535.06-21-00	Vehicle Repair & Maintenance	40.58
	*** FUND TOTAL ***	96.27
40 520.06-21-00	Vehicle & Equipment Maintenanc	173.50
40 520.06-22-00	Vehicle & Equipment Gas & Oil	69.01
	*** FUND TOTAL ***	242.51

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	338.78	0.00	338.78
BANK: AP		TOTALS:	1	338.78	0.00	338.78
REPORT TOTALS:			1	338.78	0.00	338.78

CITY OF PARKVILLE

Policy Report

Date: March 10, 2015

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve professional services agreements with Kaw Valley Engineering, Inc. and Professional Service Industries, Inc. for on-call construction materials testing services

BACKGROUND:

The City plans to establish an on-call construction materials testing services arrangement with multiple companies to test the construction materials related to the public works and private development projects. The agreement would initially be for a two year period, with the option to renew for an additional year. Engaging multiple firms in the on-call arrangement would allow flexibility for staff with respect to each project.

On March 2, 2015, the City received Requests for Qualifications (RFQs) for Construction Materials Testing Services from 5 companies. The Selection Committee comprised of City staff members reviewed the proposals. The firms were selected based on their experience, project team capabilities, and overall experience of the firms.

As individual projects arise that require construction materials testing services, City staff will initiate work authorizations with one of the companies that will include the proposed scope, schedule, and budget. Staff is aware of at least one development project that will require an immediate need for construction materials testing services.

BUDGET IMPACT:

There is no direct budget item associated with this action. The 2015 Budget includes \$25,000 in the Public Works Administration section for engineering and planning fees (Line Item 10-515-08-03-00). As projects arise, individual work authorizations, including the project scope, will be executed.

ALTERNATIVES:

1. Approve professional services agreements with Kaw Valley and PSI for on-call construction material testing services.
2. Approve a contract with another firm/s.
3. Do not approve the agreements.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approval of the professional services agreements with Kaw Valley and PSI for on-call construction materials testing services.

POLICY:

Although there is no direct financial impact associated with this action, throughout the term of the professional services agreements, there will likely be work authorizations that exceed the \$10,000 purchasing threshold for the Finance Committee. Therefore, the Board of Aldermen

ITEM 5A
For 03-17-15
Board of Aldermen Meeting

should authorize approval. Individual work authorizations that exceed staff authority will be presented for approval as needed in accordance with the Purchasing Policy.

SUGGESTED MOTION:

I move to approve professional services agreements with Kaw Valley Engineering, Inc. and Professional Service Industries, Inc. for on-call construction materials testing services

ATTACHMENT:

1. Professional Services Agreement – Kaw Valley Engineering
2. Professional Services Agreement – PSI, Inc.

PROFESSIONAL SERVICES AGREEMENT

THIS SERVICE AGREEMENT, entered into on this 17th day of March, 2015 by and between the CITY OF PARKVILLE, MISSOURI ("City") and KAW VALLEY ENGINEERING, INC. ("Service Provider").

WHEREAS, the City periodically requires construction and materials testing services and assistance, and such services arise on an irregular basis; and

WHEREAS, the City has budgeted funds to contract for on-call construction and materials testing services as necessary to meet the City's periodic needs; and

WHEREAS, Service Provider has the necessary staff and qualifications to provide such on-call construction and materials testing services to the City; and

WHEREAS, Service Provider was chosen through a qualifications-based selection process and has demonstrated the necessary expertise, experience, and personnel to complete the Project.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Services" when used in this Agreement shall mean any and all on-call construction and materials testing services and assistance provided by the Service Provider in accordance with this Agreement.
- B. Service Provider agrees to perform and complete the following Services:
 - i. When notified by the Public Works Director and/or City Administrator, or their designees, either verbally or in writing, meet with City staff to discuss testing service needs and work tasks that arise. Meetings will occur via telephone or in person at a location of mutual convenience such as Parkville City Hall. If requested by City staff, briefly investigate situations or problems and advise City on a recommended course of action to resolve.
 - ii. If a definable scope and work product can be identified and described in writing, Service Provider will prepare a Work Authorization Form (WA Form) using the template labeled as Exhibit A, attached hereto and incorporated by reference, which shall contain a written list of work tasks and an estimated number of hours and other expenses to complete the Services.
 - iii. Once approved by City in writing, Service Provider will complete the services set forth in the WA Form. Unless amended in writing by City, Service Provider's estimate of hours and price shall not be exceeded.

- iv. City and Service Provider understand that the intent of this Contract is for Service Provider to provide the majority of services under an executed WA Form.
 - v. The City reserves the right to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the revision, before Service Provider performs the revised services. If conditions arise which constitute a change in scope to a WA Form, Service Provider will bring this situation to the attention of City staff as soon as possible, and if mutually acceptable the scope of work and the WA Form will be revised. Service Provider is not eligible for compensation for changes in scope unless approved in writing through a revision to the WA Form.
- C. Service Provider shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed at the rate included in the Exhibit B.
 - b. Unless, expressly approved, Service Provider is not entitled to reimbursement for miscellaneous expenses including but not limited to travel, transportation, postage, without prior written approval from the City.
 - c. Service Provider is not entitled to hourly compensation for work that is not associated with the direct provision of Services, such as overhead tasks including preparing WA Forms and submitting invoices.
 - d. Hourly service rate shall be in 15-minute increments.

- B. Service Provider shall submit an Itemized invoice to the City on the first day of each month that details the hours spent on Services with descriptions of the work performed in the previous month immediately prior. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the Invoice and notify Service Provider of the nature of the dispute regarding the balance.
- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement.
- B. Services shall be completed within the schedule documented in each WA Form.
- C. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- D. If Service Provider's performance is delayed due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

V. LIABILITY AND INDEMNIFICATION

- A. Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.

- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

- A. The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate coverage. Service Provider shall also secure and maintain Worker's Compensation and Employer's Liability Insurance, when applicable, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it :
 - a. Is licensed to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A or better; and
 - c. Carries at least a Class X financial rating.
- B. Service Provider shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. Service Provider shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days advance notice of cancellation. Service Provider shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the City prior to commencement of any services on City property.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Service Provider.
- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein

(collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:

- B. Notices sent by Service Provider shall be sent to:

City of Parkville
Attn: City Administrator
8880 Clark Ave.
Parkville, MO 64152

- C. Notices sent by the City shall be sent to:

Mr. Glenn Schouten, PE
Kaw Valley Engineering, Inc.
8040 North Oak Trafficway
Kansas City, MO 64118

XI. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall be for a period of two (2) years from the date of execution, or until all Services are satisfactorily completed and accepted by the City.

- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed to the City's satisfaction as of the date of termination. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

XII. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
 - i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

- F. Authorized Employees. Service Provider acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Service Provider therefore covenants that it will not knowingly be in violation of subsection 1 of Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform Services related to this Agreement, and that its employees are lawfully to work in the United States.
- G. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.
- H. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- I. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- J. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or unenforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- K. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- L. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.



CITY OF PARKVILLE, MISSOURI

By: *Nanette K. Johnston*

Nanette K. Johnston, Mayor

ATTEST:

Melissa McChesney

Melissa McChesney, City Clerk

KAW VALLEY ENGINEERING, INC.

By: *Glenn Schouten*

Glenn Schouten, PE
Project Manager

EXHIBIT A – Work Authorization

City of Parkville
Department of Public Works

Preparation date:

Project/Work Description/Purpose:

Primary Tasks: (List task and hours):

Total: _____

Estimated Consultant Fee: _____ hrs. @ \$ _____ /hr. Budget:

Budget / CIP: _____

Schedule:

Estimated Completion Date: _____

Project Deadlines: _____

Authorization:

City Administrator: _____

Date: _____

EXHIBIT B – Rates

ON-CALL CONSTRUCTION MATERIALS TESTING SERVICES

Fee

Services	Unit	Unit Price
Fill Placement		
Molsture / Density Relationship (ASTM D 698)	Each	\$175.00
Molsture / Density Relationship (Fly-Ash Treated)	Each	\$225.00
Atterberg Limits	Each	\$75.00
Technician (In-Place Molsture / Density Testing)	Hour	\$70.00
Sanitary Sewer Installation		
Technician / Observer (Sanitary Sewer Installation)	Hour	\$85.00
Site Asphalt and Concrete		
Extraction / Gradation	Each	\$200.00
Marshall Properties	Each	\$200.00
Technician (In-Place Density Testing)	Hour	\$70.00
Concrete Cylinder Testing	Each	\$13.00
Flexural Beam Testing	Each	\$65.00
Technician (Concrete Placement / Testing)	Hour	\$65.00
Additional Services		
Kaw Valley Engineering is available to provide additional materials testing and inspection services upon the request of the City's staff. Fees for these services will be negotiated per request.		
Travel		
Vehicle	Mile	\$0.55
Professional Staff		
Materials Engineer (consultation on request and review of deliverables)	Hour	\$140.00
Supervisor Construction Materials (supervision of field staff and project administration)	Hour	\$90.00



Designing the ground where we live, work and play



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/11/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Coryell Insurers, Inc. 120 West 7th Street PO Box 580 Junction City KS 66441	CONTACT NAME: Luise Mathes PHONE (A/C No. Ext.): (785) 238-5117 FAX (A/C No.): (785) 238-1647 E-MAIL ADDRESS: luise@flinthills.com
	INSURER(S) AFFORDING COVERAGE INSURER A: The Hartford INSURER B: American Interstate Ins. Co. INSURER C: INSURER D: INSURER E:
INSURED Kaw Valley Engineering, Inc. P. O. Box 1304 Junction City KS 66441	

COVERAGES CERTIFICATE NUMBER: CL1453001664 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

LINE	TYPE OF INSURANCE	ADDL SUBR	POLICY NUMBER	POLICY EFF	POLICY EXP	LIMITS
1/1R		INSR/VWD		(MM/DD/YYYY)	(MM/DD/YYYY)	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		3700N AQ2513	5/1/2014	5/1/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		370EN AQ2601	5/1/2014	5/1/2015	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist (Bodily Injury) \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> RETENTIONS 10,000		37XHU AQ9984	5/1/2014	5/1/2015	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input checked="" type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N DESCRIPTION OF OPERATIONS:	N/A	AVWCKSZ3062014	5/1/2014	5/1/2015	<input checked="" type="checkbox"/> A/C STATUS: <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
City of Parkville, Missouri On-Call Construction and Materials Testing Services
KVE Project C15T8175

Certificate holder is hereby named as Additional Insured with respect to General Liability per contract agreement. 30 day cancellation clause applies.

CERTIFICATE HOLDER AAbel@parkvillamo.gov City of Parkville Attn: A Abel 8880 Clark Ave Parkville, MO 64152	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Luise Mathes</i>
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PROFESSIONAL SERVICES AGREEMENT

THIS SERVICE AGREEMENT, entered into on this March 17, 2015 by and between the CITY OF PARKVILLE, MISSOURI ("City") and PROFESSIONAL SERVICE INDUSTRIES, INC. (PSI) ("Service Provider").

WHEREAS, the City periodically requires construction and materials testing services and assistance, and such services arise on an irregular basis; and

WHEREAS, the City has budgeted funds to contract for on-call construction and materials testing services as necessary to meet the City's periodic needs; and

WHEREAS, Service Provider has the necessary staff and qualifications to provide such on-call construction and materials testing services to the City; and

WHEREAS, Service Provider was chosen through a qualifications-based selection process and has demonstrated the necessary expertise, experience, and personnel to complete the Project.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

A. The term "Services" when used in this Agreement shall mean any and all on-call construction and materials testing services and assistance provided by the Service Provider in accordance with this Agreement.

B. Service Provider agrees to perform and complete the following Services:

- i. When notified by the Public Works Director and/or City Administrator, or their designees, either verbally or in writing, meet with City staff to discuss testing service needs and work tasks that arise. Meetings will occur via telephone or in person at a location of mutual convenience such as Parkville City Hall. If requested by City staff, briefly investigate situations or problems and advise City on a recommended course of action to resolve.
- ii. If a definable scope and work product can be identified and described in writing, Service Provider will prepare a Work Authorization Form (WA Form) using the template labeled as Exhibit A, attached hereto and incorporated by reference, which shall contain a written list of work tasks and an estimated number of hours and other expenses to complete the Services.

- iii. Once approved by City in writing, Service Provider will complete the services set forth in the WA Form. Unless amended in writing by City, Service Provider's estimate of hours and price shall not be exceeded.
 - iv. City and Service Provider understand that the intent of this Contract is for Service Provider to provide the majority of services under an executed WA Form.
 - v. The City reserves the right to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the revision, before Service Provider performs the revised services. If conditions arise which constitute a change in scope to a WA Form, Service Provider will bring this situation to the attention of City staff as soon as possible, and if mutually acceptable the scope of work and the WA Form will be revised. Service Provider is not eligible for compensation for changes in scope unless approved in writing through a revision to the WA Form.
- C. Service Provider shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed at the rate included in the Exhibit B.
 - b. Unless, expressly approved, Service Provider is not entitled to reimbursement for miscellaneous expenses including but not limited to travel, transportation, postage, without prior written approval from the City.

- c. **Service Provider is not entitled to hourly compensation for work that is not associated with the direct provision of Services, such as overhead tasks including preparing WA Forms and submitting invoices.**
 - d. **Hourly service rate shall be in 15-minute increments.**
 - B. **Service Provider shall submit an itemized invoice to the City on the first day of each month that details the hours spent on Services with descriptions of the work performed in the previous month immediately prior. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.**
 - C. **Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.**

IV. SCHEDULE

- A. **Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement.**
- B. **Services shall be completed within the schedule documented in each WA Form.**
- C. **Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.**
- D. **If Service Provider's performance is delayed due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.**

V. LIABILITY AND INDEMNIFICATION

- A. **Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission,**

recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.

- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

- A. The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement Commercial General Liability Insurance on an occurrence basis with minimum limits of \$1,000,000 per occurrence and \$1,000,000 aggregate coverage. Service Provider shall also secure and maintain Worker's Compensation and Employer's Liability Insurance, when applicable, at the limits required by state and/or federal law. The City will only accept coverage from an insurance carrier that offers proof that it :
 - a. Is licensed to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A or better; and
 - c. Carries at least a Class X financial rating.
- B. Service Provider shall furnish the City with a Certificate of Insurance on a standard ACORD form, indicating types of insurance, policy numbers, dates of commencement and expiration of policies and carriers. Service Provider shall cause the City to be included as an Additional Insured, and shall require its insurer to provide the City with at least 30 days advance notice of cancellation. Service Provider shall deliver to the City a copy of an Additional Insured Endorsement, using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form) and a Notice of Cancellation Endorsement, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms. A copy of the Notice of Cancellation Endorsement and Additional Insured Endorsement must be furnished to the City prior to commencement of any services on City property.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Service Provider.

- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:

City of Parkville
Attn: City Administrator
8880 Clark Ave.
Parkville, MO 64152

- C. Notices sent by the City shall be sent to:

Kelly Rotert, PE, DBIA
Vice President
Professional Service Industries, Inc.
1211 W. Cambridge Circle Drive
Kansas City, KS 66103

XI. TERM AND TERMINATION

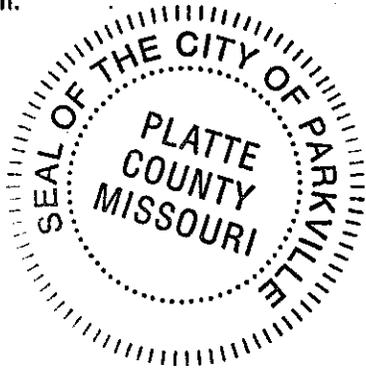
- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall be for a period of two (2) years from the date of execution, or until all Services are satisfactorily completed and accepted by the City.
- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed to the City's satisfaction as of the date of termination. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

XII. MISCELLANEOUS PROVISIONS

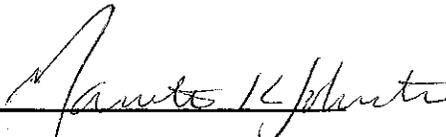
- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
 - i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

- ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. **Authorized Employees.** Service Provider acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Service Provider therefore covenants that it will not knowingly be in violation of subsection 1 of Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform Services related to this Agreement, and that its employees are lawfully to work in the United States.
- G. **Interest of Members of a City.** No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.
- H. **Interest of Service Provider and Employees.** Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- I. **Entire Agreement.** This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- J. **Severability.** If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or unenforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- K. **Waiver.** The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- L. **Third Parties.** The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

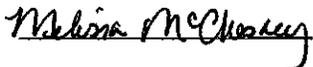


CITY OF PARKVILLE, MISSOURI

By: 

Nanette K. Johnston, Mayor

ATTEST:



Melissa McChesney, City Clerk

PROFESSIONAL SERVICE INDUSTRIES, INC.

By: 

Kelly Rotert, PE, DBIA
Vice President

EXHIBIT A – Work Authorization

**City of Parkville
Department of Public Works**

Preparation date:

Project/Work Description/Purpose:

Primary Tasks: (List task and hours):

Total: _____

Estimated Consultant Fee: _____ hrs. @ \$ _____ /hr. **Budget:**

Budget / CIP: _____

Schedule:

Estimated Completion Date: _____

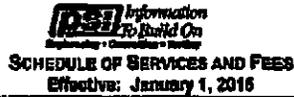
Project Deadlines: _____

Authorization:

City Administrator: _____

Date:

EXHIBIT B – Rates



TECHNICAL SERVICES

Engineering Services for field observations, report review, consultation, special inspection submittal preparation, attend pre-construction and progress meetings. Test evaluation, contract administration and supervision of laboratory/field personnel will be billed approximately ¼-hour project engineer time per report.

Chief Engineer	Per Hour	\$ 195.00
Principal Consultant	Per Hour	\$ 175.00
Senior Engineer/Geologist/Manager	Per Hour	\$ 125.00
Project Engineer/Manager	Per Hour	\$ 95.00

PERSONNEL/FIELD SERVICES

Engineering Technician:

Asphalt Concrete Field Testing	Per Hour	\$ 50.00
Concrete Sampling/Testing		
Soil - In-Place Density Testing		
Sample Pick-Up/Preparation		

Senior Engineering Technician:

Concrete/Asphalt Batch Plant Inspection	Per Hour	\$ 65.00
Concrete Tilt-Up Panel Inspection		
Drilled Pier/Pile Inspection		
Drill & Epoxy/Anchor Bolt Inspection		
Fireproofing Inspection		
Masonry Inspection		
Post-Tension Inspection		
Reinforcing Steel Inspection		
Shallow Footing and Subgrade Inspection		
Soil Fill Control/Site Observation Inspection		
State Certified (KDOT) Sampling/Field Testing		

Structural Steel Inspector/Certified Welding Inspector:

Visual Weld Inspection	Per Hour	\$ 85.00
Bolt Torque Verification	Per Hour	\$ 85.00
Shear Stud Verification	Per Hour	\$ 85.00

Ferrosean Operator

Per Hour \$ 70.00

LABORATORY TESTING SERVICES

Soils:

AASHTO Liquid Limit Determination (LL/P)	Each	\$ 95.00
Hydrometer (without sieve)	Each	\$ 80.00
Moisture Content	Each	\$ 11.00
Moisture/Density Relationship (Proctor):		
ASTM D698 (Standard)	Each	\$ 165.00
ASTM D1557 (Modified)	Each	\$ 185.00
One Point Proctor Verification	Each	\$ 75.00
Oversized Correction	Each	\$ 55.00
Organic Content	Each	\$ 55.00
Relative Density Test	Each	\$ 260.00

City of Parkville
March 2, 2015



SCHEDULE OF SERVICES AND FEES
Effective: January 1, 2016

Concrete:		
Calcium Chloride Vapor Emission Test Kit	Test	\$ 35.00
Concrete Compression	Test	\$ 15.00
Concrete Compression (Contractor made)	Test	\$ 30.00
Concrete Compression of Drilled Core	Test	\$ 40.00
Shotcrete Compression	Test	\$ 80.00
Concrete Core Thickness (C174/T148)	Each	\$ 25.00
Flexural Strength of Concrete (Beams)	Test	\$ 50.00
Floor Flatness Survey (\$500/day minimum)	FT ²	\$ 0.08
Length Change of Hardian Concrete (C157 - Modified for 28-day)	Test	\$ 325.00
Maturity Meter Curve (Cylinders made at batch plant)	Each	\$ 875.00
Maturity Meter Curve (Cylinders made in Laboratory)	Each	\$ 1,375.00
1-Point Concrete Mix Design Trial Batch Verification (6 cys & assoc. tests)	Each	\$ 700.00
Time of Set, (Initial and Final) Includes Laboratory Batching	Each	\$ 625.00
Water Soluble Chloride Ion Content (ground sample)	Test	\$ 95.00
Aggregate Materials:		
Acid Chloride Ion	Test	\$ 95.00
Alkali Reactivity of Cement-Agg. Mortar Bar Method (C1260 or C1567) 16-day	Test	\$ 950.00
Compressive Strength of Intact Rock Core Specimens (D2936)	Test	\$ 70.00
Deleterious (shale/schist/frable) (C142)	Test	\$ 80.00
Deleterious (shale/schist/frable) (MODOT)	Test	\$ 75.00
Effect of Organic Impurities in Fine Agg. On Strength (C67)	Test	\$ 450.00
Fine Aggregate Angularity (AASHTO T304)	Test	\$ 70.00
Freeze-Thaw	Test	\$ 275.00
Gradation (C136)	Test	\$ 80.00
Gradation (C136) Coarse Aggregate Large Size (> 1")	Test	\$ 140.00
LA Abrasion (C131)	Test	\$ 140.00
LA Abrasion - Large Aggregate (C535)	Test	\$ 160.00
Light Weight Particles (C123)	Test	\$ 75.00
Materials Finer than #200 in Aggregates (C117)	Test	\$ 50.00
Methylene Blue (AASHTO T330)	Test	\$ 55.00
Micro Deval (AASHTO T327)	Test	\$ 215.00
Mohs Hardness (C586)	Test	\$ 11.00
Organic Impurities in Sand (C40)	Test	\$ 50.00
Particle Shape - Flat & Elongated (D4791 or CRD C120) (Up to 3 sizes)	Test	\$ 65.00
Rapid Chloride Ion (plus shipping)	Test	\$ 640.00
Sand Equivalency Value of Soils and Fine Agg (D2419)	Test	\$ 85.00
Scratch Hardness Soft Particles (C235)	Test	\$ 75.00
Specific Gravity & Absorption (C127 / C128)	Test	\$ 80.00
Sulfate Soundness - Magnesium or Sodium (C88)	Test	\$ 195.00
Unit Weight of Aggregate (C29)	Test	\$ 50.00
Water Soluble Chloride Ion Content (ground sample)	Test	\$ 90.00
Asphaltic Concrete Testing:		
Asphalt Core Density	Test	\$ 15.00
Asphalt Extraction and Gradation	Test	\$ 135.00
Asphalt Extraction and Gradation Large Size (> 1")	Test	\$ 180.00
Asphalt Marshall Density (includes molding of 3 specimens)	Set of 3	\$ 140.00
Asphalt Marshall Stability and Flow	Set of 3	\$ 135.00
Gyratory PII Compaction with Density (150 mm)	Test	\$ 115.00
Gyratory PII Compaction with Density (100 mm)	Test	\$ 95.00
Marshall PII Compaction	Test	\$ 15.00
Maximum Theoretical Specific Gravity (Rico Test)	Test	\$ 120.00
Tensile Strength Ratio (TSR)	Test	\$ 365.00

City of Parkville
March 2, 2015



SCHEDULE OF SERVICES AND FEES
Effective: January 1, 2018

Masonry Product Testing:

Grout:

Compressive Strength: 3"x3"x6" Prisms/2"x2" cubes (ASTM C1016).....	Test	\$ 18.00
Dry Package Mix (mixing, flow test and 6 compr. strength samples).....	Each	\$ 225.00
Mix Design (computations, mixing, slump and molding).....	Each	\$ 315.00

Mortar:

Compressive Strength: 2" x 2" Cubes.....	Test	\$ 15.00
Dry Package Mix (mixing, flow test & 6 compr. strength samples).....	Each	\$ 250.00
Water Retention.....	Test	\$ 50.00
Air Test (specific gravity not included).....	Test	\$ 45.00
Mix Design (computations, mixing, flow test and molding).....	Test	\$ 375.00

Concrete Masonry Units:

Compressive Strength Testing:		
8" & 12" Block, ASTM C140.....	Test	\$ 60.00
8" & 12" Hollow Prism.....	Test	\$ 90.00
8" & 12" Grouted Prism.....	Test	\$ 120.00
Measuring, Moisture Content and Absorption (3 per set)(ASTM C140).....	Each	\$ 173.00

Fireproofing:

Adhesion/Cohesion.....	Test	\$ 45.00
Density.....	Test	\$ 45.00

Equipment:

Concrete/Asphalt Coring Equipment

Diamond bit core barrel.....	Per inch	\$ 9.00
Coring Machine.....	Per Day	\$ 200.00
Hole Patch (non-shrink grout).....	Cost Plus 25%	
Ferrocscan.....	Per Day	\$ 165.00
Nuclear Density Gauge.....	Per Hour	\$ 10.00
Ultrasonic Equipment.....	Per Day	\$ 75.00

CITY OF PARKVILLE

Policy Report

Date: Thursday, March 12, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Steve Berg
City Treasurer

ISSUE:

Discussion of contracting with the Platte County Regional Sewer District (PCRS D) to provide sewer billing services

BACKGROUND:

The City assumed responsibility for sewer billing in January 2013 after Missouri American Water Co. (MOAW) announced that it would discontinue that service on behalf of municipalities. At that time, the City evaluated several alternatives to provide sewer billing and ultimately decided to bring the service in-house. Sewer billing software was purchased and installed, and a new part-time sewer billing clerk was hired to administer monthly billings.

Later that summer, the City adopted an ordinance to update the City's protocols for implementing late fees and other penalties for delinquent bills. The ordinance became effective on October 1, 2013. Subsequent customer service improvements were made to allow automatic bank withdrawals, online payments (credit and debit cards) and online billing (email bills).

The City's sewer billing clerk recently submitted her resignation to pursue another career opportunity. The vacancy has been advertised, and staff is also considering various options to continue providing this service in-house with cross-training of existing staff. This would require converting an existing part-time position to full-time status, thereby triggering additional costs to provide the full range of benefits.

Another option would be outsourcing sewer billing by contract, similar to the arrangement with MOAW prior to 2013. The Platte County Regional Sewer District (PCRS D) has offered to provide billing services on behalf of Parkville for a reasonable fee of \$0.67 per customer per month (see Attachment 1). The costs would be comparable to the City's current sewer billing expenses and may generate savings, depending on a variety of factors.

Staff scheduled a work session for March 17, 2015, to discuss the option of contract sewer billing and to seek direction from the Board of Aldermen. There are numerous logistical details that would need to be addressed in a service agreement. Staff is prepared to begin negotiating that agreement pending direction from the Board of Aldermen. Although this is not an exhaustive list, the following are key issues that need to be considered:

Customer Service

The City would no longer have a dedicated staff person to address customer service needs in-person. All billing calls and inquires to City Hall would be referred to PCRS D's office in Tracy, MO. PCRS D staffs customer service personnel full-time during regular business hours, which is an improvement over the City's current part-time arrangement. Although staff has worked hard to cross-train the receptionists to handle routine sewer billing issues, occasionally issues arise that can only be addressed by the sewer billing clerk. Because she is part-time and works irregular hours, it is often difficult to respond to customers in a timely manner without causing frustration. PCRS D is willing to consider staffing a position at City Hall at least once a week to provide a

convenient face-to-face option for customers. This would provide some continuity for Parkville sewer customers and would be a service improvement for Parkville residents who are served by PCRSD. Local banks could continue to be collection points. City staff will still have to deal with some issues directly, as was the case when MOAW handled billing, but the day-to-day involvement will be reduced.

Technology

The initial upfront costs for sewer software integration are unknown. Both City and PCRSD staff are optimistic that billing records can be easily transmitted in a convenient file share format like Microsoft Excel. However, if the conversion proves to be more complicated, software upgrades (and costs) may be inevitable. From initial conversations, it appears that the PCRSD billing software has more limited capabilities than Parkville's software. For example, PCRSD does not currently offer online billing, so Parkville customers taking advantage of that service will be converted back to paper bills. On the plus side, the PCRSD software is already configured to accept MOAW files, so the conversion should be much easier than it was in 2013. The software will likely not accommodate prior account history for Parkville customers, so the City will have to continue to attempt to collect some past due payments and/or write-off bad debt.

Record Keeping and Auditing

In general, the bookkeeping would be simplified for accounting staff since the PCRSD would transfer sewer revenues in monthly installments. Auditing and reconciling sewer charge collections to confirm that the City is receiving all amounts due will be difficult, as was the case when MOAW handled sewer billing.

Delinquencies and Penalties

PCRSD has different policies regarding penalties for late payments such as water service shut-offs, property liens, landlord responsibilities, etc. PCRSD would expect the City to adopt PCRSD practices for Parkville customers. Some aspects are more stringent (shorter timeframes to implement shut offs) and others are more lenient (minimum dollar threshold for shut offs). In addition, PCRSD requires customers to pay convenience fees for debit and credit transactions, and Parkville currently absorbs those costs.

Grinder Pump Fees

PCRSD will not collect grinder pump fees on behalf of the Riss Lake Homeowners Association (Riss Lake HOA). This would result in a minor revenue loss for the City that has been accounted for in evaluating the costs and benefits of outsourcing the service. The Board of Aldermen previously discussed discontinuing this service, but no change was made. The impact on the Riss Lake HOA should be considered.

BUDGET IMPACT:

There is no direct budget impact associated with this discussion item. Staff anticipates that there would be savings from outsourcing sewer billing to PCRSD. A preliminary cost-benefit analysis is provided in Attachment 2. The analysis is based on several assumptions (see notes) that may change during contract negotiations. For example, PCRSD initially requested to retain all late fees collected on behalf of Parkville. This is unacceptable to City staff and would make the proposal infeasible from a cost perspective. Presumably some lesser amount could be negotiated to compensate PCRSD for its costs to pursue collections but also preserve the bulk of the revenue collections for the Parkville sewer utility.

ALTERNATIVES:

1. Direct staff to negotiate a services agreement with PCRSD for contract sewer billing, which would be subject to final review and approval by the Board of Aldermen and PCRSD Board of Directors.

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2. Direct staff to continue to provide sewer billing in-house and to fill the part-time sewer billing clerk vacancy.
3. Provide alternative direction to staff.

STAFF RECOMMENDATION:

Staff recommends the Board consider the proposal and provide direction to staff.

POLICY:

The Sewer User Charge System and billing procedures are outlined in Chapter 703 of the Municipal Code. Modifications will likely be required to accommodate a contract billing arrangement with PCRSD.

SUGGESTED MOTIONS:

As this is a discussion item, no motion is necessary. Staff is seeking general consensus from the Board about how to proceed.

ATTACHMENTS:

1. Initial proposal from PCRSD
2. Cost-benefit analysis



Sewer Service Billing & Collections

Platte County Regional Sewer District

- Cost
 - Billing fee of \$0.67 per customer per month.
 - Fees associated to software and data conversion, cost TBD.
 - District will remit sewer treatment charges to the City that are remitted to the District.
 - All costs incurred during the collections process will be carried by the District and billed back to the customer and not to the City.
 - District will retain all late fees collected.
- Collections
 - Water termination through American Water.
 - Liens are filed by the District to secure the outstanding balances.
- Customer Service
 - District can be the gateway for service inquiries and communicate with City staff and/or Alliance to handle such requests.
 - Customers will have the option to pay with cash, check, money order, credit card (with a processing fee), or automatic withdrawal (ACH).
 - A payment drop box is located in the lobby of the Platte Valley Bank in Parkville and can be collected at City Hall.
 - Possibility of PCRSD staffing once a week at the Parkville City Hall.
 - District provide monthly billing reports.
- Outstanding Questions
 - Can liens be filed by PCRSD for as the agent for the City of Parkville?
 - Bankruptcies who files the claim, PCRSD or City of Parkville?
 - Which state statute governs Parkville water terminations in this arrangement?
 - Billing fee increase mechanism? Postage, printing costs and labor costs?
 - Unpaid balances, what to do with them including the liens that may be on the property?

Sewer Billing Cost Comparison

	2013 Actual	2014 Actual	2015 Budget ¹	PCRSD Proposal	PCRSD with 1/3 of late fees
Personnel	\$ 10,849.00	\$ 10,831.00	\$ 14,162.00	\$ -	\$ -
Postage	\$ 6,387.00	\$ 6,868.00	\$ 9,000.00	\$ -	\$ -
Printing	\$ 1,033.00	\$ 1,032.00	\$ 1,500.00	\$ -	\$ -
Software Agreement	\$ 1,680.00	\$ 1,768.00	\$ 2,170.00	\$ -	\$ -
Credit Card Fees	\$ -	\$ 546.00	\$ 2,000.00	\$ -	\$ -
Miscellaneous ³	\$ 292.00	\$ 1,018.00	\$ 2,000.00	\$ -	\$ -
Contract Fee (\$0.67 per customer/month)	\$ -	\$ -	\$ -	\$ 14,150.40	\$ 14,150.40
Loss of late fees ²	\$ -	\$ -	\$ -	\$ 13,200.00	\$ 4,400.00
Total Expenditures	\$ 20,241.00	\$ 22,063.00	\$ 30,832.00	\$ 27,350.40	\$ 18,550.40
less Grinder Pump fees	\$ (3,850.00)	\$ (4,620.00)	\$ (4,620.00)	\$ -	\$ -
Total Costs	\$ 16,391.00	\$ 17,443.00	\$ 26,212.00	\$ 27,350.40	\$ 18,550.40

Notes:

1. 2015 budget is conservative. Postage costs may drop with the current bar coding system and with increased use of electronic billing. Certified letters for delinquencies have become a significant portion of postage costs. Increase for personnel is due in part to the wage increase approved for 2015 based on peer salary survey.
2. Late fees produce a small but not insignificant amount of revenue. The above figure assumes an average of \$1,200 collectable penalties per month for 11 months of the year (one penalty per year is waived).
3. Miscellaneous includes shut-off charges and liens.
4. One-time technology conversion costs are not depicted here. These costs may or may not be a significant expense, depending on how easily our existing files can be converted, and whether or not prior balances and customer history are to be included in the conversion.