



BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, April 7, 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. Proclaim April 14, 2015 as Pan American Day and April 13-18, 2015 as Pan American Week
- B. Recognition for Public Works Director Alysén Abel for the 2015 Harland Bartholomew Award from the American Society of Civil Engineers

4. CONSENT AGENDA

- A. Approve the minutes for the March 17, 2015 regular meeting
- B. Approve the 2015 Fewson Fund investment strategy
- C. Receive and file the February sewer report
- D. Approve the purchase of a 2015 Ford Escape SE and accessory equipment from Thoroughbred Ford for the Community Development Department
- E. Approve a retail liquor by the drink picnic license for the 20th Annual Blues, Jazz and Fine Arts River Jam on June 19-20, 2015
- F. Receive and file the March Municipal Court report
- G. Approve accounts payable from March 10 to April 2, 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 a scope of work and fee proposal with Cook, Flatt & Strobel Engineers for the Route 9 Corridor Study (Administration)
- B. Approve Resolution No. 04-01-15 adopting a policy for miscellaneous staff and elected official expenses (Administration)
- C. Approve an ordinance to repeal Section 3 of Ordinance Nos. 1256 and 1151 to eliminate expense allowances for certain elected officials (Administration)
- D. Approve an application for a Planned District Development permit for exterior modifications in the Old Town District for a change of color for 113 Main Street – Case No. PZ15-08; Kori Jenkins, owner of Chaos Boutique (Community Development)

6. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Fort Leavenworth National Security Roundtable Program Report
2. City Prosecutor Vacancy
3. Sewer Billing
4. Route 9 Downtown Entryway Project

B. Community Development

1. Planning and Zoning Commission Updates

C. Public Works

1. Donations in Memory of Barbara Lance

7. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

8. ADJOURN

General Agenda Notes:

This agenda closed at noon on Thursday, April 2, 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.



**PROCLAMATION NAMING APRIL 14, 2015 AS PAN AMERICAN DAY AND
APRIL 13-18, 2015 AS PAN AMERICAN WEEK**

Whereas, on Pan American Day and throughout Pan American Week, the Western Hemisphere annually celebrates a significant anniversary in our shared history. Pan American Day is a day established by the governments of the American Republics as a symbol of their sovereignty and their voluntary union in one hemispheric community. And, said day/week are the only ones set apart to honor and celebrate the independent republics of the Americas (Canada, USA, Mexico, Central and South America and the independent nations of the Caribbean); and

Whereas, Pan American Day/Week is observed by government leaders, as well as by educational and cultural institutions, clubs, commercial associations, and other groups, and conveys its message to all throughout the continent symbolizing common bonds and hopes for a system of hemispheric relations based on mutual respect, opportunity and cooperation; and

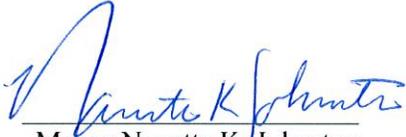
Whereas, we commend the Organization of American States (OAS) for their efforts in promoting democracy, peace, and prosperity in the Western Hemisphere and the Pan American Association of Greater Kansas City in its efforts to help educate the public about the countries of the Americas, the Organization of American States, and about Pan American Day annually; and

Whereas, Park University's student population includes representatives from countries throughout the Americas, stretching from Canada in the north to Chile in the south.

NOW, THEREFORE, I, Nanette K. Johnston, Mayor of the City of Parkville, Missouri do hereby proclaim April 14, 2015 as Pan American Day and April 13-18, 2015 as Pan American Week.

Signed and dated this 7th day of April 2014.




Mayor Nanette K. Johnston

ATTEST:


City Clerk Melissa McChesney



FOR IMMEDIATE RELEASE

**ALYSEN ABEL RECEIVES NATIONAL
ASCE 2015 HARLAND BARTHOLOMEW AWARD**

PARKVILLE, MO, APRIL 7, 2015 – Alysen Abel, City of Parkville Public Works Director, was recently selected as the American Society of Civil Engineers (ASCE) National 2015 Harland Bartholomew Award winner. The Harland Bartholomew Award was established by the former Urban Planning and Development Division of the ASCE (now the ASCE Transportation & Development Institute) in recognition of the outstanding professional accomplishments of Harland Bartholomew.



The award is presented to the person who is judged worthy of special commendation for contributions to the enhancement of the role of the civil engineer in urban planning and development. The contribution may be in the form of a paper published by the Society or personal efforts and achievements toward that goal. This is an annual award given to a single recipient nationwide.

ASCE deemed that Alysen’s contributions to the projects she oversaw while with the City of Overland Park made her deserving of this award. Her positive attitude and interest in helping others is exemplified in both her work and her service to professional organizations.

Parkville City Administrator Lauren Palmer said, “I am thrilled to have an individual with Alysen’s credentials working for the City of Parkville.” ASCE Region 7 Director Jay Burress stated that “this award is well deserved and just another milestone for one of the future leaders of ASCE. I personally have great expectations for Alysen.”

Prior to her current position as Parkville Public Works Director, Alysen served as a Senior Civil Engineer for the City of Overland Park, Kansas. Alysen also previously served as the President of the Kansas City Section of the American Society of Civil Engineers.

Alysen will be recognized for the accomplishment at the April 7, 2015, Parkville Board of Alderman meeting and she will accept the award at ASCE’s 2015 National Convention in New York City, NY on October 13, 2015. For more information regarding the award, please contact Parkville City Hall at (816) 741-7676 or cityhall@parkvillemo.gov.

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:00 p.m. on Tuesday, March 17, 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	- absent with prior notice
Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman David Jones	- present
Ward 3 Alderman Robert Lock	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present: Lauren Palmer, City Administrator
Sean Ackerson, Assistant City Administrator/Community Development Director
Alysen Abel, Public Works Director
Kevin Chrisman, Police Chief
Tim Blakeslee, Assistant to the City Administrator
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

3. MAYOR'S REPORT

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

Mayor Johnston stated Bill Noble served on the Community Land and Recreation Board for a number of years and appreciated his service. She added that Linda Arnold was active in the community, a former alderman, and a co-chair of River Jam.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPOINT LINDA ARNOLD TO THE COMMUNITY LAND AND RECREATION BOARD THROUGH MAY 2015. ALL AYES; MOTION PASSED 7-0.

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

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED. ALL AYES; MOTION PASSED 7-0.

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 Director Alysen Abel said the City wanted to establish an on-call arrangement with multiple firms for Public Works projects and private development projects. The City posted a Request for Qualifications and received five proposals. The two firms were selected based on related project experience and the firm's capabilities. Abel explained the agreements were for two-year terms with the option to renew for one additional year and work authorizations would be initiated for each individual project.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER APPROVE PROFESSIONAL SERVICES AGREEMENTS WITH KAW VALLEY ENGINEERING, INC. AND PROFESSIONAL SERVICE INDUSTRIES, INC. FOR ON-CALL CONSTRUCTION MATERIALS TESTING SERVICES. ALL AYES; MOTION PASSED 7-0.

6. NON-ACTION AGENDA

A. Contracting with the Platte County Regional Sewer District to provide sewer billing services

City Administrator Lauren Palmer stated the sewer billing clerk submitted her resignation and staff was in the process of receiving applications and evaluating options. She noted one option was to outsource the sewer billing to the Platte County Regional Sewer District (PCRS) which was similar to a former arrangement with Missouri American Water. The PCRS would provide services at a cost of 67 cents per customer per month, which Palmer noted was comparable to the current expenses and could generate some savings. Staff completed the first tier of analysis but further analysis could be completed at the request of the Board.

Palmer explained the key issues considered were customer service, technology, recordkeeping and auditing, delinquencies and penalties, and the Riss Lake grinder pump fees. In regards to customer service, the billing calls would be referred to PCRS, which was headquartered in Tracy and was open during regular business hours, and they were open-minded to having a staff person at City Hall one day per week to address customer questions in person. Palmer noted that many residents were PCRS sewer customers. The disadvantage for customer service would be that the City would no longer have a dedicated staff person to address the issues in person.

The second key issue was technology, which Palmer explained there were unknown costs but

staff was optimistic that it would be a smooth transition. The details would be unknown until the process was initiated and upgrades or up-front investments may be needed. The PCRSD system had technical limitations with limited capabilities and did not provide online billing, which would convert some Parkville customers back to paper.

The third key issue was recordkeeping and auditing. Palmer said the City would receive a one-time payment from the PCRSD per month. She noted staff would need to establish checks and balances to verify all amounts were received from the sewer district.

The fourth key issue considered was related to delinquencies and penalties. Palmer stated the Board had implemented new provisions for water shutoffs, property liens and the landlord/tenant relationship. The PCRSD had a similar process and some policies were more stringent and others were more lenient, and the City would be expected to adopt the sewer district's policies.

The fifth key issue considered was the Riss Lake grinder pump fees which the City collected on behalf of the Riss Lake Homeowners' Association. Palmer said the PCRSD was not willing to continue to collect those fees and the small administrative fee received by the City would no longer exist. She added the Board had previously discussed removing the grinder pump fees but no changes were made.

The Board discussed late fees, online payments, customer service, responses by the PCRSD to sewer questions and issues about the City's sewer system, and options for sewer utility billing services until a decision was made. Sean Burns, PCRSD, discussed online payments by the PCRSD and noted they would evaluate technology upgrades if needed.

The consensus of the Board was for staff to further evaluate outsourcing the sewer utility billing to the sewer district.

7. STAFF UPDATES ON ACTIVITIES

A. Community Development

Assistant City Administrator/Community Development Director Sean Ackerson provided an update to code enforcement improvements which was a priority established by the Board. Ackerson noted that in 2014 there were 79 property code complaints, 65 violations, and other violations totaled 116, and at the end of the year 53 cases were resolved with 12 pending. Ackerson added that staff relied on complaints and were working to streamline the process by coordinating with the Municipal Court and City prosecutors for citations. He also noted the newly adopted outdoor storage regulations helped pursue cases that were not able to be pursued previously. Staff was reviewing the property maintenance code and identified key partners that helped to identify issues. Ackerson said there were 32 cases that included six zoning and seven erosion control cases and staff was researching the ability to create a different standard for repeat offenders. Ackerson added the challenge was there were only two building inspectors that were the primary enforcement officers, compared to five full-time staff in 2002 when the new construction permits were at the same level.

Ackerson also provided an update on development applications for QuikTrip and Lake Pointe Lodge. He noted that a hearing was held on March 10 for Lake Pointe Lodge would submit modifications to change the zoning at a special Planning and Zoning Commission meeting on March 31. He also noted an application was received by QuikTrip but they were unable to attend the meeting on March 10 so it was rescheduled to the special meeting on March 31.

The Board requested an update on the Highway 45 Corridor, and Ackerson responded that the steering committee would hold another meeting prior to a public open house. The committee identified distinctions where different standards should apply and the consultant would draft strategies to be presented at the public open house.

B. Public Works

Public Works Director Alysén Abel said the City was awarded \$40,000 from a Platte County Outreach Grant for improvements to the restroom in English Landing Park and the project was slated for the fall. She also provided an update on the River Hills sinkhole investigation, noting that Olsson Associates completed drilling and the laboratory testing would be completed the next week. She anticipated the final report would be completed and recommendations prepared by the end of the following week.

Abel also provided updates about a dedication ceremony for the Sullivan Nature Sanctuary on May 16; a prescribed burn at Platte Landing Park on March 12 that burned approximately 20 percent of the invasive vegetation and another prescribed burn scheduled for March 18; the street sweeping contract for Finance Committee approval on March 31 with the project to start in April; the asphalt mill and overlay project planned to begin in May for which staff was evaluating contract options and a possible partnership with Platte County; and the concrete curb and gutter project that was soon to be underway.

8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

Alderman Plumb said there was misinformation in the public about a contract issue between the City and Google for Google Fiber. Mayor Johnston noted the Board had conversations with Google and were told there was nothing further the City could do.

Mayor Johnston noted that the Board held an executive session prior to the meeting and requested a motion to reconvene.

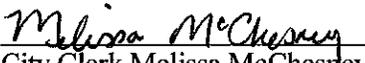
IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO RECONVENE THE EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1) AND PERSONNEL MATTERS PURSUANT TO RSMO 610.021(3). ALL AYES BY ROLL CALL VOTE: PLUMB, LOCK, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

9. ADJOURN

IT WAS MOVED BY ALDERMAN DRIVER AND SECONDED BY ALDERMAN PLUMB TO ADJOURN THE MARCH 17, 2015, REGULAR BOARD MEETING AT 8:30 P.M. ALL AYES; MOTION PASSED 7-0.

The minutes for Tuesday, March 17, 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 seventh day of April 2015.

Submitted by:


City Clerk Melissa McChesney



CITY OF PARKVILLE

Policy Report

Date: March 31, 2015

Prepared By:
Steve Berg
City Treasurer

Reviewed By:
Matthew Chapman
City Administrator

ISSUE:
Approve the Fewson Fund proposed investment strategy

BACKGROUND:

When the City took over the Fewson Fund Trust and converted it into the Fewson Project Fund, the City assumed responsibility for managing the investments in the fund, and assigned that responsibility to the Fund Manager, a committee consisting of the Mayor, the Chairman of the Finance Committee, and the City Treasurer. While the investment objectives may vary somewhat as City needs change, in general the managers will attempt to earn a reasonable rate of return on investments permitted by State statute, while keeping funds sufficiently liquid so that funds can be available to loan to the City as a funding source for capital projects that are appropriate to the purpose of the Fewson Fund, in accordance with the wishes of George Fewson, the donor of the fund.

After discussion and consultation with the City Administrator, the Fund Manager recommends the attached structuring of investments. This structure reserves funds for use in 2015 to loan to the City for the English Landing Park Restroom Project, to be paid back, with interest, to the Fewson Fund over the following four years. Remaining funds are proposed to be invested in a range of laddered CDs at the three banks having a physical presence in the City, including two brokered CDs, to be purchased through Commerce Bank, with terms between two and three years. The plan takes advantage of the best interest rates currently available using a laddered approach, and following a policy of patronizing local banks. Due to the current extremely low-rate environment and uncertainty as to when interest rates may rise, the fund has been largely weighted towards shorter terms in CDs, with only a relatively small amount to be invested in the intermediate term CDs with terms of two to three years. This has been selected to increase the earnings somewhat, and to offer some better earnings in the event that interest rates continue at low levels for several more years. Due to the expectation that the Federal Reserve may raise interest rates modestly later this year, the Fund Manager may defer the longer term investments recommended until any such increase has occurred, or may select a different term based on their best judgment and the most recent information and best rates then available, with the goal of balancing the best interest earnings over the shorter and longer terms. The proposed structure also makes funds available in years after 2015 for additional loans to the City, or for reinvestment. The Fewson Fund policy limits loans to the City to no more than 2/3 of the fund balance, which means that up to about \$185,000 can be invested in longer terms, as it is not available for loan. Since the City will be returning about \$40,000 per year on the Restroom project loan, available funds in 2016 through 2019 will include repayments of that amount in each of those years, plus interest to be paid on the loan.

BUDGET IMPACT:

There is no direct budget impact for year 2015. How the Fewson Funds are invested will determine Fund earnings and the amount of distributions that will be available to the City in following years.

ALTERNATIVES:

1. Recommend that the Finance Committee recommend the Board of Aldermen approve the proposed investment strategy for the Fewson Fund.
2. Postpone the item.

FEWSON FUND MANAGER RECOMMENDATION:

At the meeting on February 24, 2015, the Fewson Fund Manager reviewed the 2015 Investment Strategy and directed staff to forward the recommendation as proposed on to the Finance Committee and Board of Aldermen for review and approval.

FINANCE COMMITTEE RECOMMENDATION:

On March 30, 2015, by a vote of 4-0, the Finance Committee recommended that the Board of Aldermen approve the proposed Fewson Fund Investment Strategy.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen receive and approve the Fewson Fund Investment Strategy and authorize staff to make the best possible investments based on the general guidelines of the strategy.

POLICY:

In the absence of a City investment policy that specifically delegates investment authority for the Fewson Fund to either the Treasurer or the Fewson Manager, major fund investment decisions should be reviewed by the Board of Aldermen.

SUGGESTED MOTION:

I move to approve the proposed Fewson Fund Investment Strategy and to authorize staff to make the best possible investments based on the general guidelines of the strategy.

ATTACHMENTS:

1. Fewson Fund annual report summary (year ended 12-31-14)
 2. Fewson Fund Investment Proposal – Updated 3-30-15 (with interest rates available as of 2-26-15)
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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%
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Amount Transferred to City for Fewson Projects

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

Fewson Fund Investment Proposal - Updated March 30, 2015

Chart of Rates Available-February 26, 2015

Term	Bank Liberty	Platte Valley Bank	Commerce Bank	Commerce Bank Brokered CDs (non local)		Proposed Distribution of Investments			Resulting Interest per year
				Intermediate	High	Bank Liberty	Platte Valley Bank	Commerce Brokered CDs	
Money Market	0.10%	0.05%	0.05%			10,000			10
6 Month	0.15%	0.20%	0.10%	0.30%	0.35%	155,000			233
12 Months	0.20%	0.30%	0.25%	0.40%	0.50%				
18 Months	0.30%	0.35%	0.25%	0.55%	0.65%		80,000		280
18 Months	0.30%	0.35%	0.25%	0.55%	0.60%				-
24 Months	0.40%	0.50%	0.30%	0.75%	0.85%			50,000	425
30 Months	0.45%	0.70%	0.30%	0.85%	0.90%		160,000		1,120
3 Years	0.50%	0.65%	0.35%	1.10%	1.15%			45,000	518
4 Years	0.55%	1.00%	0.40%	1.40%	1.45%				-
5 Years	0.60%	1.10%	0.45%	1.75%	1.90%				-
10 Years	-	-	-	2.70%	2.85%				
Total Funds						165,000	240,000	95,000	
Projected CD Earnings Total								500,000	2,585
Existing Agency Bond earning 4.625%: Face Value (Matures in 2020)								50,000	2,313
Total Balance of Fewson Funds								550,000	
Interest on loan to City (will vary depending on amount loaned and interest rate)									-
Total Projected Earnings per year in 2015									4,898
Total Funds = Approximately \$550,000									

Notes:

1. Fewson Rules allow up to 67% of funds to be loaned to City, with interest rate to equal prime rate. 67% of \$550,000 - \$368,500.
2. Prime rate (3/6/14) was at 3.25%.
3. Above allocations keep balances at each bank (other than BankLiberty) to below FDIC Insurance limit of \$250,000.
4. Best Brokered CD earnings assume CDs purchases near top of range. Actual interest rates will probably be slightly lower.
5. During 2016-2019, repayment of the proposed 2015 loan will provide approximately \$41,000 per year in funds for new projects or reinvestment.
6. The above proposal includes a brokered CD for a term of 3 years. Due to the uncertainty in interest rate market, the Fewson Managers may defer investing in a longer term CD until after the currently anticipated rate increase by the Federal Reserve, or may select a different term based on their best judgment and the most recent information and best rates then available, with the goal of balancing the best interest earnings over the shorter and longer terms.

OPERATIONS REPORT – PARKVILLE DIVISION

February 2015 Report to the City of Parkville

OPERATING DIVISIONS

MISSOURI

Atchison County
Wholesale Water
Commission

Bonne Terre
Boonville
Bowling Green
Buchanan County #1
Cameron
Cape Girardeau
Craig
East Central Missouri
Water & Sewer
Authority

Elsberry
Fayette
Franklin County #1
Franklin County #3
Henry County
Water Company

Henry County #3
Lake Ozark/
Osage Beach

Lincoln County #1
Nevada
Parkville
Phelps County #2
Platte County #C-1
Ralls County #1
Russellville
St. Charles County #2
Ste. Genevieve
Sedalia
Versailles

IOWA
Maquoketa
Tipton

TENNESSEE
Dyersburg Welcome
Center

Waste Water Treatment Plant Operations

- 1.85" of precipitation fell during the month.
- The plant performed well this month with 95.9% removal efficiency for B.O.D. and 91.7% for TSS.
- An average of 469,571 gallons of wastewater was treated each day during the month.

Waste Water Laboratory Analysis

- Staff performed 268 recorded lab tests.
- The following samples were delivered to Keystone Labs for analysis: Oil & Grease (4), NH₃-N (4).
- Monthly and daily laboratory equipment maintenance and calibrations were performed according to manufacturers' guidelines.

Waste Water Treatment Plant Maintenance

- Staff cleaned east and west clarifier.
- LDO basins probes 1a, 1b, 2a, and 2b were cleaned.
- Routine P.M.s were done in accordance with all manufacturer recommendations.
- Staff attempted to pull RAS pump and discovered the handle had rusted off. FTC was called to pull pump and make repairs. Upon further inspection of the pump, the impeller and wear ring required replacement as well. City Staff approved a bid from FTC for these repairs.
- Deffenbaugh Industries replaced dumpster at plant.

Collection System Operations

- Robin 4000 odor control chemical continues to be fed from the Riss Lake site at approximately 25 gallons per day.
- Staff continues to monitor for H₂S at manhole B-16 on a weekly basis.

Collection System Maintenance

- Each pump station was checked on Mondays, Wednesdays, and Fridays. Maintenance notes recorded in the Antero program.
- There was a blockage at 8133 Forest Dr. (Riss Lake), which was on the city side of the curb stop. The tap was never opened up completely during installation, thus causing the blockage over time. H & H repaired the tap.

OPERATIONS REPORT – PARKVILLE DIVISION

- AWR and city staff met at River Chase to discuss the ongoing force main problems. It was decided to have AWR staff install two pressure gauges on the line and monitor the pressure three (3) times a week. In addition, AWR staff will have the force main cleaned (jetted) twice a year to try and reduce the blockage problems. The city staff is currently looking into force main upgrades, and will continue to monitor the situation.
- Staff reported **Sanitary Sewer Overflows** at 818 East St. due to blockage in sewer line. H&H was called and blockage was removed by jetting line. An estimated volume of 100 gallons had overflowed onto ground. This event was reported to City and DNR in accordance with State reporting procedures.

Bio-solids

- Staff did not apply sludge during the month of February.

Safety

- 2/19/15: Blood Borne Pathogens.

Recommendations

- Staff has no recommendations at this time.

OPERATIONS REPORT – PARKVILLE DIVISION

Loading

Hydraulic	469,571 gallons per day
Organic	274 mg/L of BOD ₅ per day

NPDES Effluent Permit Parameters

Parameter	Monthly Average	Permit Limit
pH	6.5 Min. and 6.9 Max	6.5 - 9.0
TSS	12.0 mg/L	30 mg/L
BOD ₅	6 mg/L	25 mg/L
NH ₃ -N	0.28 mg/L	3.5 mg/L
O & G	4.0 mg/L	10.0 mg/l
Fecal Coliform	Not required Nov. 1-March 31	400 #/100mL

Removal Efficiency

Parameter	Monthly Average	Permit Limit
Organic	95.9%	85 %
Solids	91.7 %	85 %

Biosolids

	Report Period	Year to Date
Quantity Applied	0 dry tons	42 dry tons
Acres Applied	0 acres	40 acres

OPERATIONAL CONTROL PARAMETERS												
DATE	AB #1					AB#2					SLUDGE DRY TONS	WEATHER
	PH UNITS	TEMP. °C	DO mg/l	MLSS mg/l	Settled Solids	PH UNITS	TEMP. °C	DO mg/l	MLSS mg/l	Settled Solids		
1												S
2	6.6	12.8	0.2	5080	680	6.4	13.1	1.6	4780	410		C
3	6.6	13.2	0.3	5660	780	6.4	13.0	1.5	4940	470		C
4	6.4	14.2	0.3	5410	700	6.4	13.6	0.6	4990	450		O
5	6.5	13.6	0.4	4900	550	6.4	14.0	1.6	4690	450		C
6	6.4	14.2	0.3	4960	570	6.3	13.6	1.4	4690	450		C
7												C
8												C
9	6.5	14.3	0.3	5190	680	6.4	14.2	1.1	4660	380		O
10	6.5	14.2	0.3	5250	690	6.4	14.3	1.7	4430	390		C
11	6.5	14.9	0.2	5030	600	6.3	14.8	1.5	4750	450		O
12	6.5	14.0	0.2	5160	600	6.4	14.0	1.1	4880	450		C
13	6.5	14.1	0.2	5430	725	6.3	14.7	0.6	4680	425		C
14												PC
15												O
16	6.4	14.2	0.4	5550	800	6.4	14.7	1.4	4920	550		S
17	6.4	14.2	0.2	5170	810	6.4	14.4	1.3	4760	580		PC
18	6.5	12.6	0.2	5230	650	6.3	13.6	1.4	5040	550		C
19	6.5	13.1	0.3	4910	700	6.4	13.0	1.6	4990	500		PC
20	6.4	13.2	0.2	5040	650	6.3	13.5	1.2	4900	575		O
21												PC
22												PC
23	6.6	12.6	0.2	5640	850	6.4	12.9	1.3	5000	598		PC
24	6.4	12.7	0.2	5110	740	6.3	12.5	1.0	5020	690		C
25	6.3	13.4	0.3	5140	700	6.2	13.8	1.6	5080	650		C
26	6.3	13.0	0.2	4990	680	6.3	12.8	1.0	4990	625		C
27	6.3	13.0	0.2	5120	700	6.2	12.9	1.3	4940	600		O
28												O
29												
30												
31												

1. Fill out one copy of report each month and mail in monthly for each treatment facility.
2. Mail one copy of report to the appropriate DNR regional office as noted in you permit and keep one copy in your files.
3. Reports must be signed by whoever performed tests and by an appropriate official.
4. In the weather column, use the following symbols: R-rain, S-snow, C-clear, P.C.-partly cloudy and O-overcast.
5. Use grab sample for pH, Temp. and D.O. Use grab samples for all operational control test.
6. Use 24 hr. composite (proportional) samples for B.O.D. 5, and Suspended Solids tests unless NPDES permit indicates otherwise. Use "Standard Methods" or an approved equal for all parameters.
7. Treatment plant flow measurements may be made on either influent or effluent. Lagoon influent flow measurements need be only at the time of composite sampling of the influent. All tests must be performed in accordance with NPDES Permit Conditions and Operational Control Regulation 10 CSR 20-9.010. Review your permit for specific requirements.
8. Unusual conditions, significantly affecting operations must be reported immediately to the Department of Natural Resources.
9. Representative sludge samples should be taken either before entering digesters and/or holding tanks or after removal from digesters or holding tanks.

Tests Performed by: Paul Naher <i>Paul Naher</i>	Title: Maint. Worker	Phone #: 816-891-0003	Date: 3-19-2015
Report Approved by: C. Richard Wilson <i>C. Richard Wilson</i>	Title: Local Manager	Phone #: 816-891-0003	Date: 3-19-15

CITY OF PARKVILLE

Policy Report

DATE: Wednesday, April 1, 2015

PREPARED BY:

Sean Ackerson

Assistant City Administrator /Community Development Dir.

REVIEWED BY:

Tim Blakeslee

Assistant to the City Administrator

ISSUE:

Approve the purchase of a 2015 Ford Escape SE and accessory equipment from Thoroughbred Ford for the Community Development Department.

BACKGROUND:

The Community Development Department has two vehicles - a 2000 Ford F150 4x4 truck with nearly 70,000 miles and a 2004 Ford Taurus with just over 21,000 miles. Although these vehicles have low mileage, they are experiencing increasing maintenance costs due to their age and storage outdoors. The adopted 2015 budget includes funds to replace the 2000 F150 with a compact or sub-compact front-wheel drive sport utility vehicle (SUV). The SUV would better meet department needs and improve gas mileage while still providing adequate all-weather traction and necessary equipment storage. In addition, the SUV would better accommodate use by other departments.

On Wednesday, March 4, 2015, staff issued a request for bids (RFB) for a new Ford Escape SE front-wheel drive or equivalent subcompact or compact SUV. The RFB was posted on the City's webpage and copies were emailed to: all vendors that had subscribed for notices for bids and proposals; dealers that had previously submitted bids for other city vehicles; and several other dealers in the Kansas City metro. Sealed bids were accepted through Monday, March 23rd at noon.

Three sealed bids were received and all met the RFB minimum specifications. All bids were for a new Ford Escape SE – one for a 2015 front-wheel drive, one for a 2015 four-wheel drive, and the last for a 2016 front wheel drive. The low bidder was Thoroughbred Ford that bid a new 2015 front-wheel drive Ford Escape SE for \$21,077.44 (see the attached bid tabulation and purchase order). The second lowest bid was only \$325 more for a 2016 front-wheel drive Ford Escape SE. Due to the minimal difference in price, staff evaluated the benefits of purchasing the newer model and found that the detailed specifications for the 2016 model have not yet been released. Staff considered rebidding the vehicle after the 2016 specifications are released, but concluded that purchasing the 2015 model was preferred because the specifications and performance are known, the changes in the 2016 model are likely to be relatively insignificant, and city vehicles are kept for a long period of time. Staff also found that the bids for the 2015 vehicles were dependent on ordering the vehicle in April prior to the release of the 2016 specifications. If it were later determined the 2015 model was preferred, the bid price could not be guaranteed.

In addition to the vehicle purchase costs, the budgeted funds are to cover the expense of adding the City logo and department name, all-weather mats, and LED safety flashers. All three items are estimated to be under \$2,500 and will be purchased separately under administrative purchase authority. The total vehicle price is estimated to be approximately \$1,400 less than the budgeted amount.

BUDGET IMPACT:

The 2015 Capital Improvement Program (CIP) includes \$25,000.00 from the General Fund (Capital Outlay 10-560-51-80-00) for the purchase of a small SUV with all-weather mats and LED safety flashers. Separately, the 2000 Ford F150 will be sold in late summer 2015 to maximize the sale price. Revenues from the sale of the vehicle will be budgeted as miscellaneous revenues in the General Fund (Sale of Vehicles & Equipment 10- 41805-00).

ALTERNATIVES:

1. Accept the low bid from Thoroughbred Ford in the amount of \$21,077.44 and approve the purchase order.
2. Do not approve the purchase and provide alternative direction to staff.
3. Postpone the purchase.

STAFF RECOMMENDATION:

Staff recommends accepting the low bid and approving the purchase the 2015 Ford Escape SE from Thoroughbred Ford in the amount of \$21,077.44.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on March 30, 2015, the Finance Committee, by a vote of 4 to 0, recommended that the Board of Aldermen approve the purchase of a 2015 Ford Escape SE from Thoroughbred Ford in the amount of \$21,077.44.

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 a 2015 Ford Escape SE from Thoroughbred Ford in the amount of \$21,077.44.

ATTACHMENTS:

1. Bid tabulation
 2. Purchase order for Thoroughbred Ford (including specs and bid form)
 3. Minutes of the March 30, 2015 Finance Committee meeting (by reference)
-

BID TABULATION

Community Development SUV
Monday, March 23, 2015
12:05 p.m. – Board Room

Bidder	TOTAL
Thoroughbred Ford (Kansas City, MO – Platte County)	\$21,077.44*
Shawnee Mission Ford (Shawnee, KS)	\$21,403.00
Dick Smith Ford (Raytown, MO)	\$22,098.00

(* Recommended Award of Purchase)

Attachment 2 - PURCHASE ORDER
(non-construction)

CITY OF PARKVILLE (PURCHASER)

Date: 3-23-15

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

VENDOR

THOROUGHbred Ford
8501 BOARDMAN AVE
KANSAS CITY MO 64159
Phone: 816 505 1811 Fax: 816 746 9500

SHIP TO: Parkville City Hall, 8880 Clark Avenue, Parkville MO 64152

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

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

Vendor agrees to furnish the following goods in accordance with the terms and provisions of this Purchase Order Agreement consisting of five (5) pages including attachments A & B.

Purchaser agrees to pay the total sum of TWENTY ONE THOUSAND SEVEN HUNDRED FORTY FOUR CENTS Dollars (\$ 21077.44) 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 thirty (30) days after delivery of goods and receipt of invoice.

This purchase order is only valid through 2016 Model Year

ITEMS:

<insert based on selected bid>

2015 FORD ESCAPE SE
Package 200A (see attached
detailed specifications & bid
form)

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

SCHEDULE OF DELIVERY:

Timeline:

Parkville will order the vehicle approximately 4/8/2015 with the
delivery/payment of vehicle expected on or before 5/8/2015.*

*Note: The timeline is an estimate based on the City's intended
purchase schedule, any changes in the timeline will be mutually
agreed upon.

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 a signed copy of this Purchase Order 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: [Signature]
Title: Mayor

THE FOURTH FORD
Vendor
By: [Signature]
Title: Sales Man

Date: April 7, 2015



Attachment "A"

TERMS AND CONDITIONS FOR CITY OF PARKVILLE PURCHASE ORDER

1. **Packing and Shipping.** Purchaser reserves the right to inspect the vehicle at any time prior to shipment as well as upon delivery, but neither delivery nor inspection of goods shall constitute acceptance of the vehicle.
2. **Work, Liens and Waivers:** Vendor agrees both to deliver the vehicle 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 equipment will be free from defects, of good quality and workmanship, suitable for the intended purposes and in strict accordance with all requirements of Purchaser, and will meet all capacities, functional tests and criteria required. (b) Vendor shall furnish to Purchaser all MSDS sheets relevant to items furnished hereunder. Manufacturer's warranty period is to begin when equipment is received and accepted by the Purchaser.
5. **Time is of the Essence.** Vendor agrees to deliver equipment 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 vehicle specifications 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. if the vehicle is 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. 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 FOR PURCHASE ORDER

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 insureds 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 1 - DETAILED SPECIFICATIONS

A new white, black, silver or equivalent color Ford Escape SE front-wheel drive vehicle with equipment group 200A or equivalent subcompact or compact SUV with the following minimum specifications:

- 1.6L EcoBoost Engine
- 6-speed automatic transmission
- Torque vectoring control
- Traction control
- Roll stability control
- Electric power-assisted steering
- Four-wheel disc anti-lock brake system
- 17" aluminum wheels
- Cloth-trimmed front bucket seats with power driver's seat
- Driver and passenger set-back map pockets
- 60/40 split second-row seat
- Manual air conditioning
- AM/FM radio
- Cargo floor hooks
- Center floor console with armrest
- Front and rear cup holders
- Driver's left footrest
- Floor mats, first and second row
- Front and rear grab handles
- Message center and trip computer
- Compass and outside temperature display
- Interior lighting with center LED dome lamp with map lights and rear cargo-area lamp
- Manual day/night rearview mirror
- Cruise control
- Steering wheel with manual tilt and telescoping
- Front, rear and cargo area A/C or equivalent power outlets
- Power windows with driver's one-touch down
- Automatic headlamps
- Integrated blind spot mirrors
- Halogen headlamps
- Fog lamps
- Manual liftgate
- Rear view camera
- Rear intermittent wiper/washer
- Front variable intermittent wipers
- Dual-stage driver and front-passenger airbags
- Driver's knee airbag
- Front seat-mounted side airbags
- Side-curtain airbags
- Brake Assist
- Head restraints and three-point seatbelts at all seating positions
- Height-adjustable front seat belts
- Tire Pressure Monitoring System (excludes spare)
- Passive anti-theft system
- Remote keyless entry

Attachment 3 – BID FORM

Item	Cost	Comply	Alternate
Standard Vehicle*	\$ 21077.44	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Freight	\$ INC	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Assembly	\$ INC	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Total	\$ 21077.44	<input checked="" type="checkbox"/>	<input type="checkbox"/>

*Please indicate above if the equipment included in the bid complies with the specifications or if you are providing an alternate bid. For any item in which an alternate is proposed, please describe the variation from the specifications. A separate sheet may be attached.

Estimated time from order to delivery for vehicle (days): Approx 60 days

Bidder Information

Company: THOROUGHbred FORD

Representative: LEROY ADAMS

Phone: 816 505-1818 Fax: 816-746 9500

Email: LADAMS@THOROUGHbredFORD.com

Address: 8501 N BOARDMAN KE MO 64154
Street City State Zip Code

Parkville's Blues, Jazz, and Fine Arts River Jam

P O BOX 12105

Parkville, Missouri 64152

Phone (816)880-9026

www.Parkvilleriverjam.com

March 24, 2015

Board of Alderman
City of Parkville
8880 Clark Avenue
Parkville, Missouri

Dear Board of Alderman,

The 20th Annual Blues Jazz and Fine Arts River Jam is requesting permission from the City of Parkville to obtain retail a Liquor by the drink picnic license from the State of Missouri. The dates of the festival are June 19-20th, 2015. Liquor by the drink picnic license is described by the State of Missouri as: Liquor, Beer and Wine. At this time we are anticipating selling individual cocktails (i.e. margaritas) Beer and light wine. The license will be acquired under the name of Karen S Montgomery, acting as Managing Officer for the Parkville Community Development Corp.

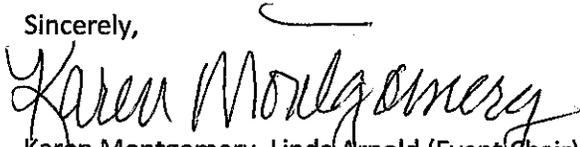
The Event will be held in English Landing Park. The boundaries where the picnic license will be upheld are: Plan A East: Wooden fence at east limit of the park, West: White Alloe and Rush Creeks, North: North Limit of the park below Burlington Northern Santa Fe railroad tracks, and South: Missouri River.

Plan B: If unforeseen weather should occur leaving English Landing Park unavailable we would move to the parking lot south of Railroad tracks, marked by the East with Farmer's market, leaving Farmers' market available as such.

This event is in planning with guidelines as set forth by the CLARB board.

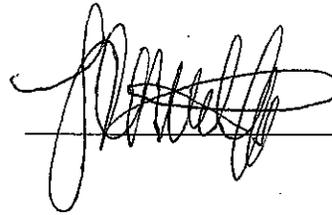
Thank you for your assistance and support of this event.

Sincerely,


Karen Montgomery, Linda Arnold (Event Chair)

March 31, 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 March 2015, are accurate and true to the best of my knowledge and beliefs.

A handwritten signature in black ink, appearing to read 'Toni Rizzuti', written over a horizontal line.

Toni Rizzuti
Court Clerk

From 3/01/2015 to 3/31/2015

Post Date Citation No. Docket No.

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

Code	---	Payments	---	Refunds	---	Net	---	G/L Acct No.
CC	142	1,680.00		0		1,680.00		83 41606-00
SF	142	420.00		0		420.00		83 20506
SH	142	280.00		0		280.00		83 20503
CVC	142	998.20		0		998.20		83 20500
LET	142	280.00		0		280.00		83 41610-00
CVC2	142	51.80		0		51.80		83 41608-00
FINE	136	18,461.00		0		18,461.00		83 41601-00
POST	142	140.00		0		140.00		83 20501
WF	14	350.00		0		350.00		83 41612-00
TORNEY	4	437.50		0		437.50		83 41604-00
FORF	2	1,500.00		0		1,500.00		83 41605-00
Total:	1150	24,598.50		0		24,598.50		

Cash Payments....+ \$22,555.00
 Bond Forfeited...+ \$1,500.00
 Bond Applied.....+ \$543.50
 Payment Refunded.- \$0.00
 Fees/Fines Paid.= \$24,598.50

Cash (Payments)..+ \$22,555.00
 Cash (Bonds).....+ \$8,300.00
 Total Cash Trans.= \$30,855.00

Cash Refunds.....- \$0.00
 Net Cash Trans...= \$30,855.00

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

Cash Bond Posted.+ \$8,300.00
 Bond Forfeited...- \$1,500.00
 Bond Applied.....- \$543.50
 Bond Refunded.....- \$2,456.50
 Net Change/Bond..= \$3,800.00

Bond Refund/Cash : \$0.00
 Bond Refund/Check: \$2,456.50
 Bond Refund/X-AP : \$0.00
 Tl. Bond Refunds.: \$2,456.50

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

Total Revenue		\$24,598.50	* see above *
Cash Account	\$22,555.00		83 12100
Bond Cash Account	\$8,300.00		83 12101
Cash Refund Cash Account	\$0.00		83 12100

CITY OF PARKVILLE
Policy Report

Date: April 2, 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 3/10/2015 – 4/2/2015.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from March 10, 2015, through April 2, 2015. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of city funds.

BUDGET IMPACT:

Accounts Payable	\$138,872.75
Insurance Payments	\$48,363.38
1 st of the Month	\$0.00
EFT Payments	\$667.35
Processing Fees	\$0.00
Payroll	\$43,856.24
TOTAL	\$231,759.72

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 \$231,759.72 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. Insurance Payments
3. EFT Payments
4. Payroll
5. Credit Card Purchases
6. Price Chopper Purchases
7. Sam's Club Purchases

PACKET: 05110 Regular Payments 3/13/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02319	CNH Industrial Capital Productivity Plus Account							
	I-3/13/15	Trator Repair-PK New Payment	D	3/16/2015		1,314.88CR	000000	1,314.88

* * 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	1,314.88	1,314.88
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	1,314.88	1,314.88

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05116 Federal Withholdings - 3/20/15

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 201503194087	Federal Withholding	D	3/20/2015		7,303.98CR	000000	
	I-T3 201503194087	FICA W/H	D	3/20/2015		8,195.92CR	000000	
	I-T4 201503194087	Medicare W/H	D	3/20/2015		1,916.78CR	000000	17,416.68

* * 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	17,416.68	17,416.68
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	17,416.68	17,416.68

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05119 Direct Payables 3/24/15
 VENDOR SET: 01 City Vendors
 BANK: AP Pooled Cash Regular AP

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01641	I-3/24/15	United States Post Master Postage Pre-Payment-PI	R	3/25/2015		581.33	033554	581.33

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	581.33	581.33
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
BANK TOTALS:	1	0.00	581.33	581.33

PACKET: 05121 Regular Payments 3/24/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00123	Sam's Club I-Feb 2015 Stmt	Feb 2015 Stmt	D	3/25/2015		268.38CR	000000	268.38
00103	Pitney Bowes, Inc. I-753411	Sealer Fuilid-AD	D	3/27/2015		50.14CR	000000	50.14
00274	Ricoh USA, Inc. I-503091380	Police Printer-PD	D	3/27/2015		95.06CR	000000	95.06
00002	A & M Printing I-30230	NRE Poster Printing-ST	R	3/27/2015		69.53CR	033555	69.53
00006	Alamar Uniforms I-470686-01	Uniform-PD	R	3/27/2015		13.99CR	033556	13.99
00934	Allen's Water Service I-58021	Water-ST	R	3/27/2015		200.00CR	033557	200.00
00593	Alliance Water Resources, I-6372	WWTP Contract-SW	R	3/27/2015		23,520.42CR	033558	23,520.42
01766	American Waste Systems, Inc. I-231651 #2	Porta Potty-NS	R	3/27/2015		22.09CR	033559	22.09
00023	Board of Police Commissioners I-9513	Firearm Qualification-PD	R	3/27/2015		35.00CR	033560	35.00
02321	Cathy Kline I-3/19	Leak Reimbursement-AD	R	3/27/2015		68.14CR	033561	68.14
00156	Dave's Foreign Car Repair LLC I-131590 I-131657	Oil Change-PD Oil Change-PD	R R	3/27/2015 3/27/2015		35.00CR 35.00CR	033562 033562	70.00
00036	Deffenbaugh Industries I-6036735	McAfee Dumpster-SW	R	3/27/2015		35.00CR	033563	35.00
01762	Eagle Elevator Corp. I-0315070	Elevator Maint-AD	R	3/27/2015		105.00CR	033564	105.00
02322	First Responder Bike Training and Consulting I-03-18-2015	Training-81	R	3/27/2015		210.00CR	033565	210.00

← Voided

PACKET: 05121 Regular Payments 3/24/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00519	Friends of Parkville Animal Shelter							
	I-April 2015	April Contracted Payment-AD	R	3/27/2015		500.00CR	033566	
	I-March 2015	March Contracted Payment-AD	R	3/27/2015		500.00CR	033566	1,000.00
01552	Game Time Athletics							
	I-9130	Home Plate-PK	R	3/27/2015		67.00CR	033567	
	I-9131	Soccer Goal-PK	R	3/27/2015		228.25CR	033567	295.25
00052	Glen's Automotive Service Center, Inc							
	I-93387	Taurus Repair-CD	R	3/27/2015		740.32CR	033568	740.32
00496	Gunter Pest Management, Inc.							
	I-1124389	Pest Control-AD	R	3/27/2015		50.00CR	033569	50.00
00055	H&H Septic Service, Inc.							
	I-35569	Line Repair-SW	R	3/27/2015		2,150.00CR	033570	
	I-35756	Line Repair-SW	R	3/27/2015		1,930.00CR	033570	4,080.00
02131	Heritage Tractor, Inc.							
	I-1414369	Seat-PK	R	3/27/2015		375.84CR	033571	
	I-1414370	Mirror Kit-PK	R	3/27/2015		119.42CR	033571	495.26
02248	Hi-Gene's Janitorial Service							
	I-44605	Janitorial Service-AD	R	3/27/2015		757.50CR	033572	757.50
01349	K & R's GT Muffler & Brake LLC							
	I-013230	Truck Repair-PK	R	3/27/2015		80.00CR	033573	80.00
01777	Keller Fire & Safety							
	I-11579	Fire Extinguisher Maint-AD	R	3/27/2015		265.00CR	033574	265.00
02190	Knapheide							
	I-KC566844	Cutting Edge-TP	R	3/27/2015		263.90CR	033575	263.90
00942	McKeever's Price Chopper							
	I-3/10/15 Stmt	3/10/15 Stmt	R	3/27/2015		195.28CR	033576	195.28
02210	Melissa McChesney							
	I-3/17/15 Exp Report	3/17/15 Exp Report	R	3/27/2015		179.48CR	033577	179.48
00159	Missouri American Water							
	I-Due 4/3/15	Due 4/3/15	R	3/27/2015		16.47CR	033578	16.47

PACKET: 05121 Regular Payments 3/24/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00723	Missouri One Call System I-5020266	February One Call-SW	R	3/27/2015		128.70CR	033579	128.70
00097	P & G Hardware I-3/16/15 Stmt	3/16/15 Stmt	R	3/27/2015		258.90CR	033580	258.90
00218	Platte County Sheriff's D I-03-16-2015 I-Feb-15	Registration Fees-81 Prisoner Boarding-CT	R	3/27/2015		160.00CR 350.00CR	033581 033581	510.00
00107	Platte Rental & Supply I-16401 I-16402 I-16604	Loop Handle-TP 2 New Leaf Blowers-ST Chain saw parts-PK	R	3/27/2015		12.38CR 324.40CR 33.19CR	033582 033582 033582	369.97
01739	Print Time I-9028172	Business Cards Blair-PW	R	3/27/2015		35.00CR	033583	35.00
00338	R H Fastener Supply, Inc. I-00338	Snow Plow Hardware-TP	R	3/27/2015		33.42CR	033584	33.42
00114	Rampart Security, Inc. I-1124389	Bulding Security-TP	R	3/27/2015		127.50CR	033585	127.50
00115	Rapid Stamp Products I-357489	Nameplate-AD	R	3/27/2015		10.50CR	033586	10.50
00117	Reeves Wiedeman Company I-4584537	Repair Supplies-SW	R	3/27/2015		25.04CR	033587	25.04
02154	Royal Papers Inc I-K694845	Janitorial Supplies-AD	R	3/27/2015		133.68CR	033588	133.68
00154	T-Ray Specialties Inc. I-26707	Trash Bags-PK	R	3/27/2015		213.52CR	033589	213.52
01538	The Victor L. Phillips, Co. I-IK78744	Oil and Filters-TP	R	3/27/2015		169.47CR	033590	169.47
00838	The Work Zone, Inc. I-37800	Security Signs-PK	R	3/27/2015		90.00CR	033591	90.00

PACKET: 05121 Regular Payments 3/24/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01546	Thoroughbred Ford I-515241	Spare Key-PK	R	3/27/2015		87.95CR	033592	87.95
01099	Toshiba I-11704143 I-11704144	Color Counter-AD,CT Black Counter-AD,CT	R	3/27/2015		112.20CR 110.64CR	033593 033593	 222.84
01614	KCPL I-Due 4/6/15	Due 4/6/15	D	4/03/2015		2,880.14CR	000000	2,880.14

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	39	0.00	35,184.12	35,184.12
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	4	0.00	3,293.72	3,293.72
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:	43	0.00	38,477.84	38,477.84

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05122 Direct Payables 3/25/15
 VENDOR SET: 01 City Vendors
 BANK: AP Pooled Cash Regular AP

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01390	I-March 2015	Riss Lake Homes Association Ginder Pump Transfer-SW	R	3/27/2015		26,697.64	033594	26,697.64

* * B A N K T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	26,697.64	26,697.64
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
BANK TOTALS:	1	0.00	26,697.64	26,697.64

PACKET: 05123 Regular Payments 3/25/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02140	Commerce Bank - Commercial Cards							
	I-3/18/15 Stmt	3/18/15 Stmt	D	4/06/2015		3,776.13CR	000000	3,776.13

* * 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	3,776.13	3,776.13
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	3,776.13	3,776.13

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05125 Regular Payments 3/27/15

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 4/9/15	Due 4/9/15	R	3/30/2015		559.68CR	033595	559.68
01405	Platte County Recorder of Deeds							
	I-3/27/15	Route 9 Sign Easement-AD	R	3/30/2015		46.00CR	033596	46.00
01614	KCPL							
	I-Due 4/8/15	Due 4/8/15	D	4/07/2015		1,704.45CR	000000	1,704.45

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	605.68	605.68
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	1,704.45	1,704.45
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	2,310.13	2,310.13

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05131 Regular Payments 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
01641	United States Post Master							
	I-April-May 15	Postage-SW	R	4/01/2015		900.00CR	033610	900.00

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	900.00	900.00
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:	1	0.00	900.00	900.00

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05133 Regular Payments 4/1/2015

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00002	A & M Printing							
	I-30276	Newsletter Printing-PI	R	4/07/2015		1,361.19CR	033611	
	I-56107	Dog Park Signage-PK	R	4/07/2015		13.00CR	033611	1,374.19
00004	ADH Hitch & Truck Access							
	I-103531	Step Up Bar-PK	R	4/07/2015		249.00CR	033612	249.00
00006	Alamar Uniforms							
	I-473765	Uniform-PD	R	4/07/2015		13.99CR	033613	13.99
00052	Glen's Automotive Service Center, Inc							
	I-93632	Brake Repair-TP	R	4/07/2015		536.12CR	033614	536.12
00053	Grass Pad Warehouse							
	I-402739	Spreader-PK	R	4/07/2015		199.95CR	033615	
	I-402740	Fertilizer-PK	R	4/07/2015		114.80CR	033615	314.75
00055	H&H Septic Service, Inc.							
	I-35790	Hydro Jetting-SW	R	4/07/2015		575.00CR	033616	575.00
00107	Platte Rental & Supply							
	I-16637	Air Filter-TP	R	4/07/2015		29.97CR	033617	29.97
00117	Reeves Wiedeman Company							
	I-4601394	Restroom Supplies-PK	R	4/07/2015		19.92CR	033618	19.92
00136	State of Missouri							
	I-6058I000000358	Entry Sign Park U. Vball-95	R	4/07/2015		1,040.00CR	033619	1,040.00
00154	T-Ray Specialties Inc.							
	I-26697	Fake Camera-PK	R	4/07/2015		66.76CR	033620	66.76
00156	Dave's Foreign Car Repair LLC							
	I-131713	Ignition Repair-PD	R	4/07/2015		277.22CR	033621	277.22
00232	Martin Marietta							
	I-14846950	Rock fo ditch work-TP	R	4/07/2015		352.07CR	033622	352.07
00338	R H Fastener Supply, Inc.							
	I-294478-0001	Torque Screws-TP	R	4/07/2015		16.88CR	033623	16.88
00343	Barry Road Tire & Service							
	I-142736	Tires-TP	R	4/07/2015		228.38CR	033624	228.38

PACKET: 05133 Regular Payments 4/1/2015

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00378	Damon Pursell Const.							
	I-183162	Asphalt-TP	R	4/07/2015		253.75CR	033625	
	I-183163	Asphalt-TP	R	4/07/2015		406.00CR	033625	659.75
00483	ADH Rental & Sales							
	I-103528	Pin Clip-PK	R	4/07/2015		3.00CR	033626	
	I-103603	Auger-PK	R	4/07/2015		49.50CR	033626	52.50
01421	Full Nelson Plumbing, Inc							
	I-10774	Repair-PK	R	4/07/2015		145.73CR	033627	145.73
01538	The Victor L. Phillips, Co.							
	I-IK79155	Brush Set-TP	R	4/07/2015		535.95CR	033628	535.95
01769	Ambassador Electric							
	I-17143	Pocket Park Light Repair-PK	R	4/07/2015		85.00CR	033629	85.00
01982	Rejis Commission							
	I-INV0040950	Rejis-PD	R	4/07/2015		65.07CR	033630	65.07
02018	Ace ImageWear							
	I-0393335	Shop Towels-PK	R	4/07/2015		29.00CR	033631	
	I-0396165	Shop Rags Towels-ST	R	4/07/2015		58.96CR	033631	87.96
02029	Reinders, Inc.							
	I-5021295	Infield Material-PK	R	4/07/2015		542.00CR	033632	542.00
02071	TransSystems Corporation							
	I-0002767475	Route 9 Entryway Design-95	R	4/07/2015		890.11CR	033633	890.11
02151	DG Electric, LLC							
	I-1203	Main Street Repair-TP	R	4/07/2015		198.50CR	033634	198.50
02175	eNet							
	I-4102	IT Services-IT	R	4/07/2015		701.25CR	033635	701.25
02227	BagSpot Pet Waste Solutions							
	I-1639	Dog Waste Bags-PK	R	4/07/2015		214.18CR	033636	214.18
02312	Janice Davis							
	I-3/24/15	Note Cards-PW	R	4/07/2015		5.99CR	033637	5.99

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02323	Eaton Chemical I-55781	Neutralizer-TP	R	4/07/2015		48.30CR	033638	48.30
02324	Sprint Lumber I-02-40037757-00	Boards-TP	R	4/07/2015		212.97CR	033639	212.97
00160	Missouri Gas Energy I-Due 4/17/15	Due 4/17/15	D	4/08/2015		335.29CR	000000	335.29

* * T O T A L S * *				
	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	29	0.00	9,539.51	9,539.51
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	335.29	335.29
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:	30	0.00	9,874.80	9,874.80

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05134 Direct Payables 4/1/15
 VENDOR SET: 01 City Vendors
 BANK: AP Pooled Cash Regular AP

VENDOR	I.D.	NAME	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01614		KCPL						
	I-Due 4/14/15	Due 4/14/15	D	4/08/2015		371.77	000000	
	I-Due 4/15/15	Due 4/15/15	D	4/08/2015		4,378.01	000000	4,749.78

* * B A N K 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	4,749.78	4,749.78
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
BANK TOTALS:	1	0.00	4,749.78	4,749.78

PACKET: 05136 Regular Payments 4/1/15 #2

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01398	Linda Eckerle							
	I-4/1/15 Exp Report	4/1/15 Exp Report Eckerle-CT	R	4/08/2015		360.64CR	033640	360.64
01546	Thoroughbred Ford							
	I-126206	F-350 Truck-TP	R	4/08/2015		25,739.76CR	033641	25,739.76
01892	MSU							
	I-2015 MACA	Rizzuti, Eckerle MACA Conf-CT	R	4/08/2015		400.00CR	033642	400.00
01909	Toni Rizzuti							
	I-4/1/15 Exp Report	4/1/15 Exp Report Rizzuti-CT	R	4/08/2015		360.64CR	033643	360.64

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	4	0.00	26,861.04	26,861.04
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:	4	0.00	26,861.04	26,861.04

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05143 Regular Payments 4/2/15

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00023	Board of Police Commissioners							
	C-9513	Payment Correction-PD	R	4/08/2015		10.00	033644	
	I-9513	Firearm Qualification-PD	R	4/08/2015		35.00CR	033644	25.00
01163	North Hills Engineering, Inc							
	I-1502	February 2015-SW,PW	R	4/08/2015		5,887.50CR	033645	5,887.50

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	5,912.50	5,912.50
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:	2	0.00	5,912.50	5,912.50

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05126 EOM Benefits - 3/20/15

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
00005	AFLAC							
	I-AFL201503054086	AFLAC after Tx	R	3/27/2015		56.90CR	033597	
	I-AFL201503194087	AFLAC after Tx	R	3/27/2015		56.90CR	033597	
	I-AFP201503054086	AFLAC PRETAX	R	3/27/2015		176.32CR	033597	
	I-AFP201503194087	AFLAC PRETAX	R	3/27/2015		176.32CR	033597	466.44
00136	State of Missouri							
	I-T2 201503054086	State Withholdings	R	3/27/2015		2,406.66CR	033598	
	I-T2 201503194087	State Withholdings	R	3/27/2015		2,267.66CR	033598	4,674.32
00794	Delta Dental							
	I-DNC201503054086	Delta Dental Insurance	R	3/27/2015		256.70CR	033599	
	I-DNC201503194087	Delta Dental Insurance	R	3/27/2015		256.70CR	033599	
	I-DNF201503054086	Delta Dental Insurance	R	3/27/2015		212.91CR	033599	
	I-DNF201503194087	Delta Dental Insurance	R	3/27/2015		212.91CR	033599	
	I-DNP201503054086	DENTAL PRETAX	R	3/27/2015		462.40CR	033599	
	I-DNP201503194087	DENTAL PRETAX	R	3/27/2015		462.40CR	033599	
	I-DNS201503054086	Delta Dental Insurance	R	3/27/2015		231.30CR	033599	
	I-DNS201503194087	Delta Dental Insurance	R	3/27/2015		231.30CR	033599	2,326.62
01322	Richard V. Fink, Trustee							
	I-GSC201503054086	14-50465-can-13	R	3/27/2015		150.00CR	033600	
	I-GSC201503194087	14-50465-can-13	R	3/27/2015		150.00CR	033600	300.00
01711	BCBSKC							
	I-ADD201503054086	ADD on BCBS Bill	R	3/27/2015		28.16CR	033601	
	I-ADD201503194087	ADD on BCBS Bill	R	3/27/2015		28.16CR	033601	
	I-BCC201503054086	BCBS Insurance	R	3/27/2015		1,176.00CR	033601	
	I-BCC201503194087	BCBS Insurance	R	3/27/2015		1,176.00CR	033601	
	I-BCE201503054086	BCKSKC Insurance	R	3/27/2015		2,266.00CR	033601	
	I-BCE201503194087	BCKSKC Insurance	R	3/27/2015		2,266.00CR	033601	
	I-BCF201503054086	BCBS Insurance	R	3/27/2015		1,278.00CR	033601	
	I-BCF201503194087	BCBS Insurance	R	3/27/2015		1,278.00CR	033601	
	I-BCS201503054086	BCBS Insurance	R	3/27/2015		866.00CR	033601	
	I-BCS201503194087	BCBS Insurance	R	3/27/2015		866.00CR	033601	
	I-HDB201503054086	BCBS Insurance	R	3/27/2015		370.00CR	033601	
	I-HDB201503194087	BCBS Insurance	R	3/27/2015		370.00CR	033601	
	I-HDC201503054086	BCBS Insurance	R	3/27/2015		1,005.00CR	033601	
	I-HDC201503194087	BCBS Insurance	R	3/27/2015		1,005.00CR	033601	
	I-HDE201503054086	BCBS Insurance	R	3/27/2015		352.00CR	033601	
	I-HDE201503194087	BCBS Insurance	R	3/27/2015		352.00CR	033601	
	I-HDF201503054086	BCBS Insurance	R	3/27/2015		1,092.00CR	033601	
	I-HDF201503194087	BCBS Insurance	R	3/27/2015		1,092.00CR	033601	
	I-HDS201503054086	BCBS Insurance	R	3/27/2015		740.00CR	033601	
	I-HDS201503194087	BCBS Insurance	R	3/27/2015		740.00CR	033601	
	I-HSE201503054086	BCBS Insurance	R	3/27/2015		870.00CR	033601	
	I-HSE201503194087	BCBS Insurance	R	3/27/2015		870.00CR	033601	
	I-HSF201503054086	BCBS Insurance	R	3/27/2015		538.00CR	033601	
	I-HSF201503194087	BCBS Insurance	R	3/27/2015		538.00CR	033601	
	I-LID201503054086	BC/BS Dependent Life Ins	R	3/27/2015		11.40CR	033601	
	I-LID201503194087	BC/BS Dependent Life Ins	R	3/27/2015		11.40CR	033601	
	I-LIF201503054086	BC/BS Life Insurance	R	3/27/2015		177.35CR	033601	
	I-LIF201503194087	BC/BS Life Insurance	R	3/27/2015		177.35CR	033601	21,539.82

PACKET: 05126 EOM Benefits - 3/20/15

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
VOID	VOID CHECK		V	3/27/2015			033602	**VOID**
VOID	VOID CHECK		V	3/27/2015			033603	**VOID**
01718	VSP							
	I-VSP201503054086	Vision Care Employee Premiums	R	3/27/2015		113.66CR	033604	
	I-VSP201503194087	Vision Care Employee Premiums	R	3/27/2015		113.66CR	033604	227.32
01719	Prudential							
	I-LTD201503054086	Long Term Disability	R	3/27/2015		383.71CR	033605	
	I-LTD201503194087	Long Term Disability	R	3/27/2015		383.71CR	033605	767.42
01730	LAGERS							
	I-CSR201503054086	LAGERS RETIREMENT	R	3/27/2015		3,611.49CR	033606	
	I-CSR201503194087	LAGERS RETIREMENT	R	3/27/2015		3,409.65CR	033606	
	I-R&P201503054086	City/PD Ret Contribution	R	3/27/2015		2,367.13CR	033606	
	I-R&P201503194087	City/PD Ret Contribution	R	3/27/2015		2,301.77CR	033606	11,690.04
01807	City of Parkville/Flex Plan							
	I-FLX201503054086	Flex Plan	R	3/27/2015		269.69CR	033607	
	I-FLX201503194087	Flex Plan	R	3/27/2015		269.69CR	033607	539.38
02290	Colonial Life							
	I-COA201503054086	Colonial Life After Tax	R	3/27/2015		140.08CR	033608	
	I-COA201503194087	Colonial Life After Tax	R	3/27/2015		140.08CR	033608	
	I-COP201503054086	Colonial Life PreTax	R	3/27/2015		178.75CR	033608	
	I-COP201503194087	Colonial Life PreTax	R	3/27/2015		178.75CR	033608	637.66

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	10	0.00	43,169.02	43,169.02
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:	2	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:	12	0.00	43,169.02	43,169.02

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05128 Addtl EOM benefits
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01711	BCBSKC I-201503274088	BCBSKC	R	3/27/2015		687.22CR	033609	687.22

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	687.22	687.22
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	687.22	687.22

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05118 Direct Payables EFT 3/23/

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====							
01-02320	Kelly Yulich*						
I-2015-1	3/23/2015		Administrative Services-CD	150.15			
	AP		DUE: 3/23/2015 DISC: 3/23/2015		1099: Y		
			Administrative Services-CD		10 518.08-03-00	Engineering & P	150.15
I-2015-2	3/23/2015		Administrative Services-CD	167.21			
	AP		DUE: 3/23/2015 DISC: 3/23/2015		1099: Y		
			Administrative Services-CD		10 518.08-03-00	Engineering & P	167.21
I-2015-3	3/23/2015		Administrative Services-CD	104.29			
	AP		DUE: 3/23/2015 DISC: 3/23/2015		1099: Y		
			Administrative Services-CD		10 518.08-03-00	Engineering & P	104.29
			=== VENDOR TOTALS ===	421.65			
			=== PACKET TOTALS ===	421.65			

PACKET: 05132 Direct Payables EFT 04/01

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	BANK CODE	ITM DATE -----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
=====						
01-02320		Kelly Yulich*				
I-2015-4	AP	4/01/2015 Administrative Services-AD,CD DUE: 4/01/2015 DISC: 4/01/2015	245.70	1099: Y		
		Administrative Services-CD		10 518.08-03-00	Engineering & P	218.39
		Administrative Services-AD		10 501.08-02-02	Professional Se	27.31
		=== VENDOR TOTALS ===	245.70			
		=== PACKET TOTALS ===	245.70			

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 3/23/2015 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02140	Commerce Bank - Commercial Car							
I-3/18/15 Stmt	3/18/15 Stmt	D	4/06/2015			000000		
10	501.09-20-02	Exec Session Meeting Supplies	Cash Back-AD	150.00CR				
10	505.07-56-00	Hiring/Substance Screening	Drug Screen-PD	36.00				
10	535.05-21-00	Equipment & Handtools	Hardware, Gloves, Sa	138.09				
10	535.05-42-00	Program Expenses	Gloves-NS	40.00				
10	535.05-41-00	Materials	Bolts-NS	12.12				
10	520.03-04-00	Water	Water-ST	89.35				
10	501.03-08-00	Cable	Cable-AD	175.00				
30	501.07-42-00	One Call Utility Locating	One Call Pagers-SW	44.04				
10	501.01-41-02	Professional Dev - Staff	CCFOA Hotel-AD	425.28				
10	505.06-21-01	Equipment Repair & Maintenance	Speed Tailer Repair-	26.48				
10	501.06-01-00	Building Maint & Repair	Disposal-AD	99.96				
10	535.09-21-00	Miscellaneous	Fire Extin-NS	41.34				
10	501.09-21-00	Misc-Other	Frames-Ad	26.00				
10	20070	Vol. Employee Fund W/H	Card and Giftcard Ti	52.15				
10	525.06-01-00	Buildings Maint & Repair	Equipment Storage-PK	144.00				
10	501.05-02-00	Postage	W3 mailing-AD	2.45				
10	520.05-21-00	Handtools	Phone case and charg	48.98				
30	501.03-09-00	Trash Hauling	Trash Hauling 2 Mont	59.42				
10	505.03-01-00	Telephone & Voicemail	ATT-PD	119.13				
10	525.03-01-00	Telephone & Voicemail	ATT-PK	154.88				
10	520.03-01-00	Telephone & Voicemail	ATT-ST	90.61				
30	501.03-01-00	Telephone & Voicemail	ATT-SW	229.02				
10	501.09-20-02	Exec Session Meeting Supplies	Meeting Food-AD	54.21				
10	555.02-02-00	Software	Meetup.com	89.94				
10	515.01-41-02	Professional Development	Registration Fee-PW	30.00				
10	501.05-01-00	Office Supplies & Consumables	Staples-AD	69.75				
10	510.05-01-00	Office Supplies & Consumables	Staples-CT	53.12				
10	525.03-05-00	Mobile Phones & Pagers	Sprint-PK	82.36				
10	518.03-05-00	Mobile Phones & Pagers	Sprint-CD	131.84				
10	520.03-05-00	Mobile Phones & Pagers	Sprint-ST	184.74				
10	505.03-05-00	Mobile Phone & Pagers	Sprint-PD	246.32				
30	501.03-06-00	Wi-Fi	Sprint-SW	39.99				
10	501.01-41-02	Professional Dev - Staff	MCMA Hotels-AD	400.00				
10	520.03-01-00	Telephone & Voicemail	ATT U verse-ST	52.14				
30	501.09-21-00	Miscellaneous	Google Email-SW	5.00				
10	501.01-41-02	Professional Dev - Staff	Marc Manager Lunch-A	20.00				
10	518.01-41-02	Professional Development	Marc Manager Lunch-C	20.00				
10	525.03-04-00	Water	Water-PK	36.94				
10	525.05-21-00	Equipment & Handtools	Drum Spiker Aerator-	355.48				3,776.13

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 3/23/2015 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
* * T O T A L S * *								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
	REGULAR CHECKS:	0		0.00		0.00		0.00
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	1		3,776.13		0.00		3,776.13
	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		

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
10 20070	Vol. Employee Fund W/H	52.15
10 501.01-41-02	Professional Dev - Staff	845.28
10 501.03-08-00	Cable	175.00
10 501.05-01-00	Office Supplies & Consumables	69.75
10 501.05-02-00	Postage	2.45
10 501.06-01-00	Building Maint & Repair	99.96
10 501.09-20-02	Exec Session Meeting Supplies	95.79CR
10 501.09-21-00	Misc-Other	26.00
10 505.03-01-00	Telephone & Voicemail	119.13
10 505.03-05-00	Mobile Phone & Pagers	246.32
10 505.06-21-01	Equipment Repair & Maintenance	26.48
10 505.07-56-00	Hiring/Substance Screening	36.00
10 510.05-01-00	Office Supplies & Consumables	53.12
10 515.01-41-02	Professional Development	30.00
10 518.01-41-02	Professional Development	20.00
10 518.03-05-00	Mobile Phones & Pagers	131.84
10 520.03-01-00	Telephone & Voicemail	142.75
10 520.03-04-00	Water	89.35
10 520.03-05-00	Mobile Phones & Pagers	184.74
10 520.05-21-00	Handtools	48.98
10 525.03-01-00	Telephone & Voicemail	154.88
10 525.03-04-00	Water	36.94
10 525.03-05-00	Mobile Phones & Pagers	82.36
10 525.05-21-00	Equipment & Handtools	355.48
10 525.06-01-00	Buildings Maint & Repair	144.00
10 535.05-21-00	Equipment & Handtools	138.09
10 535.05-41-00	Materials	12.12
10 535.05-42-00	Program Expenses	40.00
10 535.09-21-00	Miscellaneous	41.34

VENDOR SET: 01 City of Parkville
BANK: AP Pooled Cash Regular AP
DATE RANGE: 3/23/2015 THRU 99/99/9999

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
10 555.02-02-00	Software	89.94
	*** FUND TOTAL ***	3,398.66
30 501.03-01-00	Telephone & Voicemail	229.02
30 501.03-06-00	Wi-Fi	39.99
30 501.03-09-00	Trash Hauling	59.42
30 501.07-42-00	One Call Utility Locating	44.04
30 501.09-21-00	Miscellaneous	5.00
	*** FUND TOTAL ***	377.47

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	3,776.13	0.00	3,776.13
BANK: AP		TOTALS:	1	3,776.13	0.00	3,776.13
REPORT TOTALS:			1	3,776.13	0.00	3,776.13

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 3/20/2015 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00942	McKeever's Price Chopper							
	I-3/10/15 Stmt		R 3/27/2015			033576		
10	501.09-21-00		Misc-Other	9.37				
10	505.05-01-00		Office Supplies & Consumables	89.44				
10	520.05-21-00		Handtools	48.36				
10	501.09-20-02		Exec Session Meeting Supplies	23.98				
10	520.05-21-00		Handtools	24.13				195.28

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	195.28	0.00	195.28
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
10 501.09-20-02	Exec Session Meeting Supplies	23.98
10 501.09-21-00	Misc-Other	9.37
10 505.05-01-00	Office Supplies & Consumables	89.44
10 520.05-21-00	Handtools	72.49
	*** FUND TOTAL ***	195.28

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	195.28	0.00	195.28
BANK: AP	TOTALS:		1	195.28	0.00	195.28
REPORT TOTALS:			1	195.28	0.00	195.28

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 3/19/2015 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00123	Sam's Club							
	I-Feb 2015 Stmt							
	Feb 2015 Stmt	D	3/25/2015			000000		
10	501.09-20-02		Exec Session Meeting Supplies Meeting Snacks and S	88.38				
10	501.05-01-00		Office Supplies & Consumables Blakeslee Sam's Club	45.00				
10	535.05-01-00		Office Supplies & Consumables Fluchel Sam's Club-N	45.00				
10	518.05-01-00		Office Supplies & Consumables Ackerson & Assistant	90.00				268.38

** T O T A L S **

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	268.38	0.00	268.38
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
10 501.05-01-00	Office Supplies & Consumables	45.00
10 501.09-20-02	Exec Session Meeting Supplies	88.38
10 518.05-01-00	Office Supplies & Consumables	90.00
10 535.05-01-00	Office Supplies & Consumables	45.00
	*** FUND TOTAL ***	268.38

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: AP TOTALS:	1	268.38	0.00	268.38
BANK: AP TOTALS:	1	268.38	0.00	268.38
REPORT TOTALS:	1	268.38	0.00	268.38

CITY OF PARKVILLE Policy Report

DATE: Wednesday, April 1, 2015

PREPARED BY:
Lauren Palmer
City Administrator

REVIEWED BY:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:
Approve a scope of work and fee proposal with CFS Engineers for the Route 9 Corridor Study.

BACKGROUND:
On July 1, 2014, the Board of Aldermen authorized staff to prepare and submit a grant application to the Mid-America Regional Council (MARC) for Planning Sustainable Places (PSP) funding for a corridor study of Route 9. The purpose of this funding is specifically to assist communities with implementation of recommendations generated through previous PSP funded planning initiatives, including the Livable Communities Study and Vision Downtown Parkville. In December 2014, MARC awarded a grant of \$113,585.71, which is matched by \$75,000 of local funding from the project partners of Parkville, Riverside, Platte County, Park University, and the Missouri Department of Transportation. The study will result in a more refined understanding of needed improvements to Route 9 and costs involved in order to position the City for future grant requests for design and construction. The corridor study will also generate a preliminary conceptual design that may be used to reserve right-of-way for future construction as the City receives development applications along the corridor.

A Request for Qualifications (RFQ) was released in January to identify a consultant team to lead the corridor study. Two proposals were received. A selection committee comprised of representatives of each of the project partners reviewed proposals and conducted interviews. Mayor Johnston and City Administrator Palmer represented Parkville on the selection committee. Based on the written proposals and interviews, the selection committee recommends Cook, Flatt, & Strobel, Engineers, P.A. (CFS) for the project. CFS demonstrated the best overall approach to the project, including a focus on implementation and financial feasibility, in addition to solid design. CFS provided examples of impressive relevant experience from similar projects in Branson, MO and Columbia, MO. Of the two teams interviewed, only CFS committed to produce 35% of the design documents for the entire corridor, not just selected components.

On March 3, 2015, the Board of Aldermen approved a grant sponsor agreement with MARC for the PSP grant. The agreement stipulates that MARC will hold the consultant contract and handle all of the state and federal grant reporting requirements. However, the City will maintain primary local control for project implementation. Therefore, staff negotiated a scope and fee with CFS Engineers based on the project objectives identified in the RFQ. Staff recommends that the Board of Aldermen review and approve the consultant selection and scope of work prior to final approval by the MARC Board of Directors.

Note: Originally staff anticipated that the MARC Board of Directors would approve the consultant contract on March 24, 2015. To allow additional time to finalize the scope of work, MARC approval was deferred to the Board meeting scheduled for April 28, 2015. This delay should not negatively impact the overall project schedule. The first project steering committee meeting is tentatively scheduled for May 5, 2015.

BUDGET IMPACT:

There is no direct budget impact associated with this action. The grant is matched by \$75,000 in local funding. The City of Parkville approved \$15,000 toward the local match by executing the grant sponsor agreement on March 3, 2015.

ALTERNATIVES:

1. Approve the selection of CFS Engineers as the lead consultant for the Route 9 Corridor Study and recommend that the MARC Board of Directors execute a contract with the scope and fee as proposed.
2. Approve the selection of CFS Engineers, and direct city staff to negotiate changes to the project scope and fee.
3. Do not approve the selection of CFS Engineers and provide further direction to staff.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen approve the selection of CFS Engineers as the lead consultant for the Route 9 Corridor Study and recommend that the MARC Board of Directors execute a contract with the scope and fee as proposed.

POLICY:

Ordinarily the Board of Aldermen would approve the professional services agreement with the consultant for a project of this nature. In an effort to reduce the grant administration burden for local agencies, MARC is holding all of the grant award contracts. Despite this unique arrangement, project control rests with the City of Parkville, so the Board of Aldermen is asked to approve the consultant selection and scope of work, prior to final authorization by the MARC Board of Directors.

SUGGESTED MOTION:

I move to approve the selection of CFS Engineers as the lead consultant for the Route 9 Corridor Study; and to recommend that the MARC Board of Directors execute a contract with the scope and fee as proposed.

ATTACHMENTS:

1. CFS Engineers RFQ Cover Letter
 2. Route 9 Corridor Study Consultant Scope of Work
 3. Route 9 Corridor Study Fee Proposal
 4. Route 9 Corridor Study Schedule
-

20 February 2015

Beth Dawson
Mid-America Regional Council
600 Broadway, Suite 200
Kansas City, MO 64105

Re: Planning Sustainable Places Program | Request for Qualifications - Route 9 Corridor Study

Dear Ms. Beth Dawson:

It is with tremendous personal interest that we at CFS submit our response to your Request for Qualifications for providing professional consulting services for the Route 9 Corridor Study, located in Parkville and Riverside. As you will see in this RFQ submittal, we have assembled a team of firms who we have worked with in the past on studies very similar to this one. Joining CFS for this effort are: BNIM Architects, a group of creative planners and landscape architects with extensive experiences creating beautiful, quality urban spaces, TREKK Design Group, a Disadvantaged Business Enterprise (DBE) with a strong background in providing traffic engineering design services, and Spencer, Fane, Britt & Browne, a law firm that specializes in helping communities identify funding that moves planning studies from “the shelf” to reality.

Over the last ten years, CFS has built a strong reputation with several municipalities, delivering multimodal projects on the state highway system. As a former District Engineer for the Missouri Department of Transportation (MoDOT), our team has developed an excellent reputation assisting cities in collaborating with MoDOT to get their improvements implemented. CFS also has experience working directly with Parkville and Riverside. We recently completed work for the City of Parkville on the Route 9 Trail extension, a project that was initially funded through the MARC funding process and administered by MoDOT. Additionally, CFS has been providing professional engineering services to the City of Riverside in an “on-call” capacity since 2007. We are very familiar with the communities and their vision to grow in southern Platte County.

Key Strengths of the CFS Team

With the experiences the CFS Team has had working together on recent corridor projects, we have developed many innovative methods that are a perfect fit for the Route 9 project. Some examples of these strengths we will bring to this project are:

- **Complete, Two-way Public Involvement.** Once the CFS Team is selected, we will initiate our public engagement plan which will include the ability for the stakeholders and citizens to have dialogue with the Project Team. We thrive on creating face-to-face opportunities for stakeholders to participate in the project development process.
- **Complete Streets Experience.** CFS was part of the team that MARC selected to develop the MARC Complete Streets Planning Study and provide region-wide training, which has been used by several communities in the metropolitan area as the template for introducing complete streets to their elected officials and citizens.
- **Multi-modal Advocates.** The CFS Team has excelled at working on urban projects with limited right of way, and generating solutions that accommodate pedestrians, bicyclists and transit.

The included information illustrates the professional qualifications and experience that make the CFS team the most qualified for this assignment. Our team believes the key to your success will be the personnel identified to deliver the work. Upon review of our past projects and references; you will find not only an extremely dedicated, capable staff but a staff that has tremendous experience with this type of corridor project.

Your consideration for our selection is sincerely appreciated. At this time we are ready to immediately begin work on your project. CFS greatly values the working relationship we have developed with the MARC, Parkville, Riverside and MoDOT staffs. We want to be the Team to deliver this project for the communities; we are ready to serve you again.

Best Regards,

Cook, Flatt & Strobel Engineers, P.A



Sabin A. Yañez, P.E. | Senior Vice President

TASK 1 – PROJECT KICKOFF & DATA COLLECTION, May 2015 - June 2015

1.1 Project Kickoff Meeting with City

- 1.1.1 Conduct a project On-site Kick-off Meeting to walk the project. The meeting will be attended by members of the CONSULTANT team, and City staff.
- 1.1.2 Review project timeline, major meeting dates.
- 1.1.3 Set up tentative schedule for steering committee meetings, 1st Meeting, May 5, 2015.
- 1.1.4 Identify Key Stakeholders for project - to be reviewed and vetted later with steering committee
- 1.1.5 Identify initial list of key property owners for “one on one” meetings - to be reviewed and vetted later with the steering committee

1.2 Data Collection

1.2.1 GIS Data (Aerial mapping and lidar data)

The CONSULTANT will contact Platte County GIS and mapping department to obtain current aerial photos, planimetric, and contour GIS data.

1.2.2 Collect current City Financial situation

The CONSULTANT will work with the city finance team to gain insight into existing revenue constraints and future yet to be created revenue constraints. CONSULTANT work will begin with the collection and review short and long term budgets to gain an understanding of priorities and revenue constraints. Next, the CONSULTANT will collect data on what is possible in and around the project area for new sales and or property tax through a new sales tax or future increments. Finally, CONSULTANT will reach out to other grant sources to gain an insight into what might be available.

1.2.3 Existing traffic data/studies. The CONSULTANT will work with the City of Parkville to obtain copies of recent traffic impact studies that have been completed within the project limits. The City will provide copies of the following studies:

- QT Traffic Impact Study, SE Quadrant Route 9/Route 45
- Lake Pointe Lodge
- Mosaic
- White Alloe Bridge (need to verify with MoDOT)

1.2.4 Existing property information

Existing property ownership information including owner of record, address, and parcel ID will be obtained from online data available from the Platte County Assessor's office.

1.2.5 As-built roadway plans

CONSULTANT will contact MoDOT to obtain copies of as-built plans for 9 Highway from Route 45 to Mattox Road.

1.2.6 Existing plans and plats for adjacent development

The CONSULTANT will work with City of Parkville to obtain existing surveys and development plans. The following surveys will be provided by the City of Parkville. Electronic CADD files will be provided if available.

- The Magellan site
- The north side of 9 Highway from the centerline of Coffee Road west approximately 500 feet
- 9 Highway and the area north of the road approximately 300 feet east and west of the Park University entrance
- 9 Highway and approximately 40 to 60 feet north and south, from the east side of White Alloe Bridge to approximately 250 feet east of the entrance to the Depot
- Lake Pointe Lodge site on the east side of 9 Highway east of Clark
- QT site at the southeast corner of 9 and 45

1.2.7 Prepare CAD file of existing right of way from as-built roadway plan and plats

1.2.8 Topographic Survey

- Request Utility Locates
- Locate and survey Horizontal & Vertical Control
- Field Scans LiDAR survey from 1st Street to Route 45

Ground Based Lidar Scan of existing roadway. Scan will be used to determine XYZ location of existing hardscape features within the existing right of way. Limits of survey to extend from Clark Ave., south to pedestrian crossing east of Post Office.

- Survey Mattox Road, Route 9 & Coffee Road Intersections
Topographic survey of Mattox Road Intersection, Coffey Road

Intersection and business entrance east of Coffey Road using traditional survey methods.

1.2.9 Office breakdown of field scans. Create CAD file base map from field topographic surveys. Merge with survey completed by sub-consultant and with GIS data to create base map for entire corridor

1.2.10 Create DTM from survey data

1.2.11 Merge survey DTM with GIS Lidar DTM

TASK 2 – CONCEPT DEVELOPMENT, May 2015 - August 2015

2.1 Confirming Guiding Principles from Previous Planning Work

Working together, the CONSULTANT, City Staff and the steering committee will develop a list of guiding principles. The CONSULTANT, working with City Staff, will prepare a draft document in advance of a meeting with the steering committee. The draft document will be based on the previous planning studies and presented to the steering committee for comments and consensus. The guiding principles should address what the vision is, who the major users are, and what the desired role of the facility is. The list should be a brief list of succinct points that speak to what the community thinks is important as it relates to:

- Multi-modal transportation vision of the study area - Evaluate options and develop conceptual engineering for the ideal route for a north-south multi-modal trail connection from the Southern Platte Pass Trail on Route 45 to downtown Parkville and the riverfront trail network.
 1. Evaluate options and develop conceptual engineering for the reconfiguration of the 1st St./East St./Route 9 intersection to increase capacity, reduce congestion, and improve pedestrian crossings.
 2. Evaluate the viability and desirability of the following, and as appropriate, incorporate accommodations for each into the conceptual design for Route 9 expansion:
 - Bike lanes and/or wide sidewalks in lieu of or to complement a multi-modal trail connection from Route 45 to downtown Parkville.
 - A future transit stop(s) to serve downtown Parkville (notably Park University and the Platte County Health Department) and/or other segments of the corridor.
 - Multi-modal trail extension along the northern bluff of Route 9 west of Horizons Parkway.
 - Pedestrian crossing on Route 9 between Route 45 and Lakeview

Drive.

- Complete streets considerations as they relate to the study area
- Capacity enhancements and Congestion Mitigation
- Land use goals and Redevelopment Strategies

2.2 Initial Alternatives Brainstorming

Based on the previous task, the CONSULTANT team will meet to identify potential improvement concepts. The CONSULTANT will prepare four to six initial planning-level conceptual drawings based on the brainstorming session. The CONSULTANT will review the alternatives in detail to identify and quantify opportunities and constraints.

2.3 One on One Meetings

Initiate one on one meetings with key property owners to gather comments and concerns regarding the various initial alternatives. These property owner contacts may require a follow-up meeting in addition to the initial one on one meeting. (Maximum of 30 meetings)

2.4 Identification of Viable Alternatives

At the point when the alternatives brainstorming conducted with the project team has been documented, the CONSULTANT will formulate a summary of potential options and coordinate with the City and the Steering Committee to identify three viable improvement alternatives to be further advanced as part of the Corridor Study. This will involve further refinements to the exhibits created in the initial brainstorming to a level of detail sufficient to communicate the project concepts to stakeholders.

2.5 Steering Committee Meeting

Once developed and refined, planning-level conceptual plans will be shared with the Steering Committee. Three viable alternatives will be identified to move forward following the steering committee review, and additional detail will be developed to identify corridor segmentation, specific typical section elements and transit options and alignment location.

2.6 Redevelopment Concepts, Feasibility, and Funding

As the three viable alternatives are identified and given sufficient detail, the CONSULTANT team, based on the recommendations of city staff and the Steering Committee, will also identify between six and ten key parcels/subareas along the corridor to be analyzed for more detailed site consideration and refinement of the concept to look at specific use and structure recommendations. One key aspect of this process will be to conceptualize plausible redevelopment scenarios for areas that may be significantly impacted by the expansion. This would include the east side of Route 9 between 1st Street and 6th Street, and may also include access control impacts to

properties along the west side of Route 9, south of the Parkville Commons development.

The CONSULTANT team will then run the three corridor design alternatives and the key parcel evaluations through the Envision Tomorrow program to determine the build-out impacts on Parkville. We understand that each of the plans and associated policies may cause change for existing and future land uses and we will work with the city and stakeholders to explore the long-term implications of these changes. Based on the Envision Tomorrow outputs, the CONSULTANT team may further refine the key parcel redevelopment concept(s) as necessary to guide future site design to reflect Parkville's goals and policies.

We will also examine the development impacts anticipated by Envision Tomorrow to fully evaluate the associated public-sector costs to Parkville for alternative build-out. It is important for the city to fully understand the level of public investment and financial commitment that will be required for each alternative redevelopment concept to attain long-term implementation as well as the range of sources of funds available to the city for use in this project. By the end of this task, the CONSULTANT team will have identified the range of potential public costs as well as available sources of funds and next steps for the project funding approach

2.7 Concept evaluation and ranking

Concept alternatives will be evaluated based on their ability to address the key project objectives:

- Multi-Modal Connectivity
- Complete Streets considerations as they relate to the study area
- Capacity enhancements and Congestion Mitigation

Additional factors to be considered include construction costs, right-of-way impacts, and consistency with previous plans and studies. To facilitate comparison and evaluation, an evaluation matrix summary will be prepared. The matrix will list each of the various objectives and rank or rate the impacts for each of the alternative plans with the goal of identifying an alternative configuration that best meets the projects objectives.

2.8 Board of Aldermen Update

Share concepts with Board of Aldermen, receive comments and direction to move forward.

2.9 Public Meeting

The CONSULTANT will consult with the City and Steering Committee to identify when this meeting will be held within the schedule for this task. CONSULTANT will provide

content for a “cyber-meeting” to be housed on the City’s website in addition to the traditional public meeting. CONSULTANT will receive and respond to electronic public comments and incorporate the feedback with comments received at the face-to-face meeting.

TASK 3 - PRELIMINARY DESIGN, July 2015 - November 2015

3.1 Preliminary Design

Preliminary designs will be completed based on preferred alternative or combination thereof, establishing the horizontal and vertical geometry and tentative right of limits to allow for the preservation of right of way as properties along the corridor develop/redevelop and to provide documentation in support of funding grant applications.

3.2 Preliminary Plans

The CONSULTANT team will prepare preliminary plans for project. Plans will cover the project extents, beginning at Route 45, extending east to Mattox Road. Plans will include:

1. Cover Sheet
2. Typical Section(s)
3. Plan & Profile Sheets (1" = 20')
4. Plan view of Proposed improvements (Curb & Gutter, Sidewalk, Tails, ADA Ramps, Driveways, Retaining Walls,
5. Profile of project centerline
6. Existing Right of way location (As determined from existing plans and plats)
7. Proposed Right of Way Location
8. Retaining Wall Profiles
9. Major Drainage Structure Profiles
10. Intersection Detail Sheets
 1. 1st Street/East Street/Route 9
 2. Coffey Road
 3. Mattox Road

4. other major intersections as needed (i.e. pedestrian crossing north of Lakeview)

11. Traffic Signal Layout at Mattox Road (If Needed)

12. Pedestrian Crossing south of Route 45

13. Cross Section Sheets

14. Construction Phasing Plan

15. Cost Estimate

16. Develop Renderings, 4 Total (BNIM)

17. QA/QC (CFS)

Note: Preliminary striping will be shown on the preliminary roadway plan sheets. Signing plans will not be developed.

3.3 Preliminary Plan of Finance

The CONSULTANT will detail out the preliminary plan of finance and the path forward for project finance

3.4 Board of Aldermen Update

Share preliminary plans and report with Board of Aldermen at approximately 90% completion. Receive comments for finalizing report and plans. Optional 3rd meeting if needed to review final document once Board of Aldermen changes/directives are incorporated.

3.5 Public Meeting

The CONSULTANT, with input from the City and Steering Committee, will identify when this meeting will be held within the schedule for this task. CONSULTANT will provide content for a “cyber-meeting” to be housed on the City’s website in addition to the traditional public meeting. CONSULTANT will receive and respond to electronic public comments and incorporate the feedback with comments received at the face-to-face meeting.

TASK 4 - FINAL REPORT DESIGN, October 2015 - November 2015

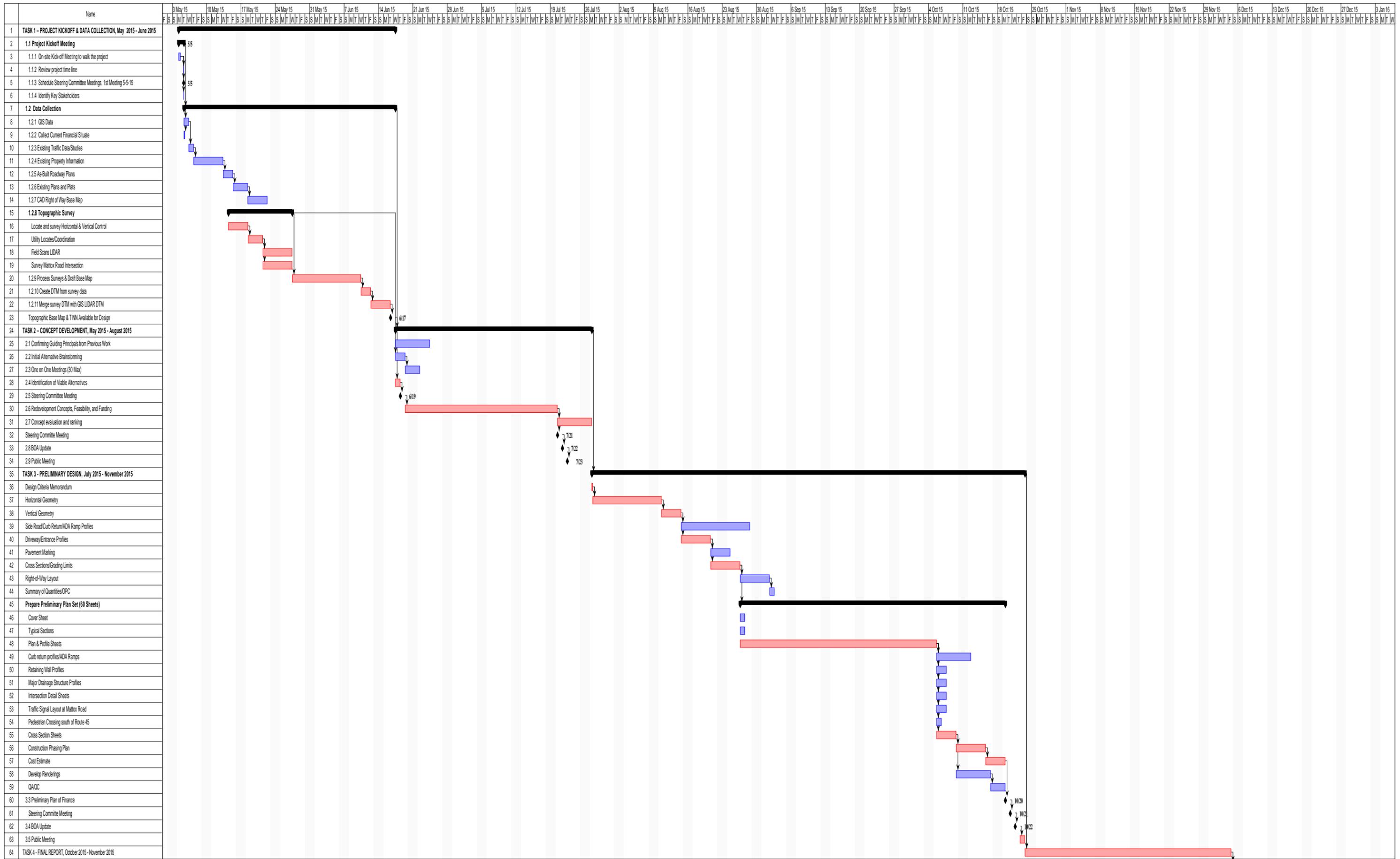
The team will prepare a report documenting the findings of the study. The report will document the following:

- a. Preliminary design for improvements that convey basic design criteria, basic geometric details, and recommendations on which detailed plans may be developed, including identifying existing right-of-way and additional right-of-way that must be acquired or

reserved.

- b. A construction phasing strategy for incremental implementation of improvements as funding and capacity allow. All phases, and projects within phases, should be priority rank-ordered based on need, urgency, feasibility, cost, economic impact, and overall benefit to the corridor in terms of resolving traffic conflicts.
- c. Visualizations or renderings of each phase of improvements to communicate the roadway changes and impacts to the public.
- d. Preliminary cost estimates for all phases and all projects within phase
- e. Preliminary plan of finance and the path forward for project finance

Lidar Equipment Fee	\$2,374.51
Printing & Reproductions	\$1,200.00
<i>Subcontracting Pass-Through</i>	
Trekk (DBE)	\$30,000.00
BNIM	\$24,500.00
SFBB	\$19,000.00
SUBTOTAL DIRECT COSTS	\$77,649.51
TOTAL	\$188,500.00



CITY OF PARKVILLE

Policy Report

Date: Monday, March 9, 2015

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Matthew Chapman
Finance/Human Resources Director

ISSUE:

Approve a resolution to adopt a policy for miscellaneous staff and elected official expenses.

BACKGROUND:

On November 10, 2014, the Finance Committee discussed establishing a budget and policy for miscellaneous staff and elected officials business related expenses. The consensus was to eliminate the monthly \$45 expense allowances for each elected official in favor of creating a combined pool of funds for eligible expenses. This change was subsequently made in the 2015 budget that was approved by the Board of Aldermen on December 2, 2015.

At the meeting on December 8, 2014, the Finance Committee reviewed a draft miscellaneous expense policy. Concerns were raised regarding the dedication of the monthly expense funds. Ultimately the committee tabled the policy to allow time for additional research. The \$45 monthly expense allowance currently remains in effect.

In February Aldermen Driver, Lock, and Rittman formed an ad hoc committee to review the policy again and attempt to resolve the concerns. The revised policy proposed by the ad hoc committee was presented to the Finance Committee on March 9, 2015. It clarifies that the policy is directed toward minor gifts/mementos and meals involving others than City employees. Expenses not addressed in the policy would be submitted to the Finance Committee for approval. The policy is recommended for adoption, concurrent with a recommendation to eliminate the expense allowance by ordinance.

BUDGET IMPACT:

There is no direct budget impact associated with adoption of the policy. The pool of funding for miscellaneous expenses is included in the 2015 budget in the Administration Division of the General Fund (10-501.09-21-00) in the amount of \$6,860, although a lesser amount will be available depending on if/when the \$45 monthly allowance is eliminated.

ALTERNATIVES:

1. Adopt the proposed policy regarding Miscellaneous Expense Authorization and Reimbursement.
2. Direct staff to make changes to satisfy the desires of the Board of Aldermen.
3. Do not recommend adoption of a separate policy, but recommend that the Personnel Manual be amended to clarify that the elected, appointed, and contract positions are subject to Section 7 regarding expense reporting procedures (including professional development and travel).
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen adopt the proposed policy regarding Miscellaneous Expense Authorization and Reimbursement.

FINANCE COMMITTEE RECOMMENDATION:

On March 9, 2015, on a vote of 5-0, the Finance Committee voted to recommend that the Board of Aldermen adopt the policy regarding Miscellaneous Expense Authorization and Reimbursement, subject to one revision. The Finance Committee recommended that the policy state that if multiple city officials are part of a meal, the most senior official will incur the expense and submit the related paperwork and receipt. That change is incorporated in the policy.

POLICY:

The policy is recommended because the Municipal Code, Personnel Manual, Purchasing Policy, and other Board policies adopted by resolution do not provide direction on appropriate purchase and reimbursement for meals, gifts, and other miscellaneous business related expenses.

SUGGESTED MOTION:

I move to approve Resolution No. 04-01-15 adopting the Miscellaneous Expense Authorization and Reimbursement Policy as proposed.

ATTACHMENT:

1. Resolution No. 04-01-15
2. Proposed Policy



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

**CITY OF PARKVILLE, MO.
RESOLUTION NO. 04-01-15**

A RESOLUTION ADOPTING A MISCELLANEOUS EXPENSE AUTHORIZATION AND REIMBURSEMENT POLICY FOR THE CITY OF PARKVILLE, MISSOURI

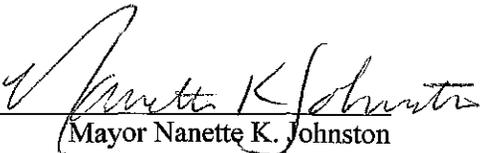
WHEREAS, the Finance Committee reviewed a draft expense policy on December 8, 2015, and tabled discussion for further staff research; and,

WHEREAS, an ad-hoc committee comprised of aldermen Driver, Lock and Rittman reviewed the revised policy and submitted it to the Finance Committee; and,

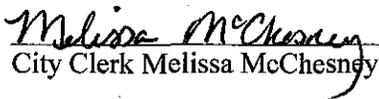
WHEREAS, the expense policy for miscellaneous staff and elected officials for business-related expenses was considered and recommended for Board of Aldermen approval by the Finance Committee on March 9, 2015; and

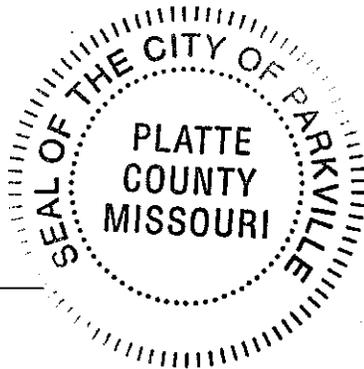
NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen hereby adopts the City of Parkville Miscellaneous Expense Authorization and Reimbursement Policy as attached hereto to this original Resolution and incorporated herein by reference.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 7th day of April 2015.


Mayor Nanette K. Johnston

ATTESTED:


City Clerk Melissa McChesney



MISCELLANEOUS EXPENSE AUTHORIZATION AND REIMBURSEMENT POLICY

CITY OF PARKVILLE, MISSOURI

April 7, 2015

INTRODUCTION

The purpose of this policy is to establish, ensure accountability, and outline proper record-keeping and approval levels for reimbursement of miscellaneous expenses, including non-intrinsic memento-type gifts, other gifts of a minor nature, flowers, and City business related meals involving non-City employees.

POLICIES

1. The Mayor and City Administrator are authorized to purchase gifts of a non-intrinsic or nominal value not to exceed \$100 for a direct city business related purpose in accordance with all applicable terms of the Purchasing Policy (Resolution No. 10-02-14, as may be amended from time to time). Examples of permissible gifts include, but are not limited to, the following:
 - a. City sponsored promotional items that clearly reflect the City logo.
 - b. Host gift or memento for a volunteer guest speaker at a City organized event.
 - c. Parting gifts for elected officials and volunteer board and committee members upon completion of service.
 - d. Parting gifts for employees upon retirement from the City.
 - e. Floral arrangements in the name of the City upon the death of a family member of a significant community partner, City employee, or volunteer.
2. The following are examples of inappropriate gifts that are not permissible for purchase with City funds:
 - a. Gifts to employees or other community volunteers or others for weddings, births, birthdays, etc.
 - b. Parting gifts for employees for separation other than retirement.
 - c. Employee recognition outside of authorized employee recognition programs established in the Personnel Manual.
 - d. Illness and hospitalization gifts.
3. Department Head and higher employees and elected officials may expense to the City moderate meal costs with non-City vendors, new hire applicant prospects, developers, and other community personnel that serve legitimate city business interests. To the extent possible, business appointments should not be scheduled during meal times. However, business meetings during meal times are permissible when needed to address scheduling conflicts or to achieve a more informal setting for a business purpose. Such meetings should be infrequent and, to the extent possible, conducted at businesses

within the corporate city limits of Parkville. Meal guidelines of \$30 per person for lunch and \$50 per person for dinner (including tax and a reasonable tip) are established, and may be amended by the Board from time to time to reflect current costs for moderate, but quality meals within the local area. Exceptions should be cleared in advance with the next higher approving authority. If multiple city officials participate in a meal, the most senior official should handle the payment and submit documentation for reimbursement. Employees and elected officials are reminded to act in accordance with Chapter 107 of the Parkville Municipal Code (Code of Ethics), as may be amended from time to time, and to avoid any situation that would give the appearance of personal gain or damage public confidence in the integrity of the city government.

4. Elected officials and employees may seek reimbursement for eligible expenses under this policy by submitting proper documentation to the City Administrator in accordance with Section 7 of the Personnel Manual regarding expense reporting, as may be amended from time to time.
5. Expenses under this policy must be limited to the funds appropriated by the Board of Aldermen on an annual basis for that purpose. Elected officials are encouraged to consult with the City Administrator in advance to determine that adequate funding is available for any planned expense. The City Administrator is responsible to monitor spending and to periodically report to the Finance Committee if spending adjustments are necessary to keep expenses within authorized levels.
6. Alcohol is not eligible for reimbursement with city funds. This restriction does not apply to sealed containers that are proffered as gifts.
7. This policy is not intended to regulate purchases and reimbursements for lodging, mileage, per diem and other travel expenses for elected officials for city business-related professional development and other travel. Such expenses shall be handled in the same manner as for employees in accordance with Section 7 of the Personnel Manual regarding expense reporting, as may be amended from time to time.
8. Expenses outside the policies established herein should be submitted to the Finance Committee for approval.

CITY OF PARKVILLE

Policy Report

Date: Thursday, March 19, 2015

Prepared By:
Melissa McChesney
City Clerk

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve an ordinance to repeal Section 3 of Ordinance Nos. 1256 and 1151 to eliminate the expense allowances for certain elected officials.

BACKGROUND:

Ordinance No. 1151 was adopted by the Board of Aldermen on April 3, 1990, and established a monthly allowance of \$40 for each alderman. It was amended by Ordinance No. 1256 on October 15, 1991, to increase the monthly allowance to \$45 for all elected officials.

On March 9, 2015, the Finance Committee recommended adopting a policy for miscellaneous staff and elected officials business related expenses. The consensus was to eliminate the monthly \$45 expense allowances for each elected official in favor of creating a combined pool of funds for eligible expenses.

Staff worked with legal to determine that the monthly allowance was not considered part of the aldermen and mayor's salary and therefore could be adjusted mid-term. This change was incorporated in the 2015 budget in anticipation of the adoption of the expense policy. The expense policy is recommended for Board approval on April 7, 2015, concurrent with adoption of an ordinance to repeal the individual expense allowances. The change would become effective immediately, so no expense allowances would be paid for the month of April and beyond.

BUDGET IMPACT:

There is no direct budget impact associated with eliminating the individual expense allowances. In the 2015 budget, the funding is combined into a pool for miscellaneous expenses in the Administration Division of the General Fund (10-501.09-21-00).

ALTERNATIVES:

1. Recommend that the Board of Aldermen adopt an ordinance to repeal Section 3 of these ordinances to eliminate the monthly allowance.
2. Do not adopt the ordinance and provide alternative direction to staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen adopt an ordinance to repeal Section 3 of Ordinance Nos. 1256 and 1151 to eliminate the monthly allowance for aldermen and the mayor.

POLICY:

Since the monthly expense allowances were established by ordinance, they must be repealed in the same manner.

ITEM 5C
For 04-07-15
Board of Aldermen Meeting

SUGGESTED MOTIONS:

I move that Bill No. 2834, an ordinance repealing Section 3 of Ordinance Nos. 1256 and 1151 to eliminate the expense allowances for certain elected officials, be approved for first reading.

I move that Bill No. 2834 be approved on first reading and passed to second reading by title only.

I move that Bill No. 2834 be approved on second reading to become Ordinance No. _____.

ATTACHMENT:

1. Ordinance

AN ORDINANCE REPEALING SECTION 3 OF ORDINANCE NOS. 1256 AND ^{*1152}~~1151~~ TO ELIMINATE THE EXPENSE ALLOWANCES FOR CERTAIN ELECTED OFFICIALS

WHEREAS, Ordinance No. ^{*1152}~~1151~~ was adopted on April 3, 1990, and established a monthly allowance of \$40 for each alderman and was subsequently amended by Ordinance No. 1256 on October 15, 1991, to increase the monthly allowance to \$45 for all elected officials,

WHEREAS, the Finance Committee, on March 9, 2015, recommended the Board of Aldermen adopt an expense policy for miscellaneous staff and elected officials business-related expenses thereby eliminating the monthly \$45 expense allowances for each elected official in favor of creating a combined pool of funds for eligible expenses.

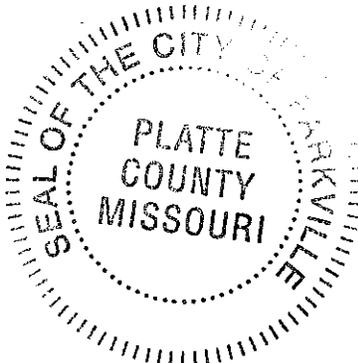
BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI AS FOLLOWS:

Section 1. Section 3 of Ordinance Nos. 1256 and ^{*1152}~~1151~~ are hereby repealed.

** Scrivener's Error
Corrected 4/21/15
mm*

Section 2. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 7th day of April 2015.



Nanette K. Johnston

Mayor Nanette K. Johnston

ATTESTED:

Melissa McChesney

City Clerk Melissa McChesney

CITY OF PARKVILLE

Policy Report

DATE: Wednesday, April 1, 2015

PREPARED BY:

Sean Ackerson
Assistant City Administrator /Community Development Dir.

REVIEWED BY:

Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve an application for a Planned District Development permit for exterior modifications in the Old Town District – change of color for 113 Main St.; PZ15-08; Kori Jenkins, owner, Chaos Boutique

BACKGROUND:

The owner of a new business “Chaos Boutique” has submitted an application to change the exterior building color of 113 Main Street. The site was previously occupied by Cyd’s Art & Antiques.

The site is zoned “OTD” Old Town District. The primary considerations are the ability of the proposed exterior changes to meet the OTD design guidelines and the goals and objectives from Vision Downtown Parkville. The OTD guidelines call for colors to be “complimentary to those used in surrounding buildings” and Vision Downtown Parkville calls for development of more specific guidelines that address building character including color to require “colors that match the style of the buildings and the historic feel.” A separate advisory report prepared during the development of Vision Downtown Parkville suggested that infill [and presumably modifications] match the color, material, massing and height of adjacent buildings and generally promotes replacement of materials with matching materials. At this time no specific standards or color pallets are adopted, making it difficult to evaluate whether the proposed paint colors meet these objectives.

Staff reviewed the colors per the adopted Old Town District guidelines to determine if they are “complimentary to those used in surrounding buildings” and buildings in the general area. Staff concluded that the proposed colors are generally complimentary and compatible with other colors used throughout downtown and meet other objectives for the Old Town District by providing light colors that contrast the dark brick helping to break up the façade and create visual interest. Staff recommended approval of the application to the Planning and Zoning Commission as submitted.

The item was considered by the Planning and Zoning Commission on March 31, 2015. They debated whether the color was appropriate for downtown. The Commission did not conclude that the colors were uncomplimentary to those used in surrounding buildings or inconsistent with the OTD guidelines. However, while similar colors can be found on other buildings in downtown and on the surrounding buildings, some Commission members concluded that the colors were too bright and contrary to the vision for downtown. The Commission discussed a desire to adopt required paint colors for the district.

The applicant has requested that the Board proceed with consideration of the colors as submitted. She cited the proposed colors being the same or similar to colors previously

approved in downtown and noted that a similar (although brighter) blue had previously been used as an accent color for the building.

BUDGET IMPACT:

With the exception of application and permit fees and any incremental increases from real estate and personal property taxes, there is no budgetary impact.

ALTERNATIVES:

1. Approve the modifications to 113 Main as submitted.
2. Approve painting the exterior subject to choosing a different color as recommended by the Planning and Zoning Commission.
3. Return the item to the Planning and Zoning Commission with specific direction for reconsideration.
4. Deny the application.
5. Postpone consideration.

STAFF RECOMMENDATION:

Staff recommends the Board approve the modification of the building colors for 113 Main Street as submitted. If the Board concurs with the Planning and Zoning Commission recommendation to require an alternative color, staff recommends approving the application with conditions and not postponing consideration or returning the item to the Commission for reconsideration.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission considered the application at the March 31, 2015, meeting and recommended the applicant reconsider the use of the proposed blue color on the exterior a vote of 5 to 3.

POLICY:

Per Parkville Municipal Code, Chapter 442, "OTD" *Old Town District*, Section 442.015, *Permitted Uses*, Subsection B, "...New construction or exterior alterations are permitted only upon the review of the Planning Commission and approval of the Board of Aldermen in each specific instance, after consideration of the location of such use with relation to the adjacent residential area, traffic burden, noise, lights and other factors in keeping with Chapter 442."

SUGGESTED MOTION:

I move to approve the application for a Planned District Development permit to allow modification of the building colors for 113 Main Street as submitted.

ATTACHMENTS:

1. Staff report to the Planning and Zoning Commission
 2. Photos of existing structure, proposed building colors and other buildings
-

Staff Analysis

Agenda Item: 5.A

Application: Application for a Planned District Development permit for exterior modifications in the Old Town District – change of color for 113 Main St.

Case No: PZ15-08

Applicant: Kori Jenkins, owner, Chaos Boutique

Location: 113 Main Street in downtown Parkville

Property owner: F A Jr & Sherry White, Trust

Zoning: “OTD” Old Town District

Parcel #: 20-7.0-35-100-035-003.000

Exhibits:

- A. This staff report
- B. Photos of existing structure, proposed building colors and other buildings.
- C. Additional exhibits as may be presented during the meeting

By reference:

- A. The Parkville Municipal Code including Title IV, Zoning Code, including but not limited to Chapters 442, “OTD” Old Town District Regulations - <http://ecode360.com/PA3395>
- B. The adopted Vision Downtown Parkville - <http://parkvillemo.gov/vision-downtown-parkville/>
- C. A Preliminary Commercial Rehabilitation Design Guideline (advisory study) – See appendix F of Vision Downtown Parkville

Overview

The owner of a new business “Chaos Boutique” has submitted an application to change the exterior building color of 113 Main Street. The site was previously occupied by Cyd’s Art & Antiques.



The site is zoned "OTD" Old Town District. The primary considerations are the ability of the proposed exterior changes to meet the OTD design guidelines and the goals and objectives from Vision Downtown Parkville.

Analysis and Comments

The application has been reviewed against the Parkville Municipal Code including Chapter 442 *Old Town District* regulations and in comparison to other development in the Old Town District. The application has also been reviewed against goals and objectives from the adopted *Vision Downtown Parkville* and the separate advisory study, *A Preliminary Commercial Rehabilitation Design Guideline*.

The applicant proposes to change the exterior colors. Per Parkville Municipal Code, Chapter 442, "*OTD*" *Old Town District*, Section 442.015, *Permitted Uses*, Subsection B, "...New construction or exterior alterations are permitted only upon the review of the Planning Commission and approval of the Board of Aldermen in each specific instance, after consideration of the location of such use with relation to the adjacent residential area, traffic burden, noise, lights and other factors in keeping with Chapter 442." Section 442.050, *Design Guidelines*, requires the Commission and Board to "determine the compatibility of the proposed development [modifications] with adjacent buildings, structures and uses..." and the guidelines have previously been used to the extent they apply to exterior modification(s). This section generally calls for modifications to be consistent with the character of the subject and surrounding buildings, to visually break up monotonous facades and to create visual interest, particularly at the street level. Specifically, the following design guidelines apply:

3. *A building must incorporate architectural styles, design features, building materials and colors complimentary to those used in surrounding buildings.*
7. *As a general rule, buildings must be designed to create street level interest and pedestrian activity. Doorways, covered walkways, windows, and other street level ornamentation should be incorporated to create pedestrian scale and inviting spaces.*
8. *Buildings must not have long, monotonous, uninterrupted walls or roof planes visible from the street or other public rights-of-way. Building walls more than fifteen (15) feet in length must include elements that add architectural interest and variety such as projections, recesses, offsets, windows, painted features or blank window openings trimmed with frames, sills or lintels.*

The proposed building color changes have been reviewed under these guidelines. The existing building has an unpainted brick façade with a painted transom, window and door trim and eaves. The transom is painted dark blue with a cream trim. The window and door trim is cream with a dark blue accent trim. The eaves are cream. Prior photos show the building has previously been a yellow-green with no accent colors and brown with brown awnings. See Exhibit B.

The applicant proposes to paint the transom a light blue. They propose the transom, window and door trims and the eaves to be painted white/light grey, door and window trim and eaves, with the accent trim in the same light blue as the transom. The applicant submitted a photo with the proposed paint colors superimposed. See Exhibit B.

Both the OTD guidelines and Vision Downtown Parkville give limited guidance with regard to building color. The OTD guidelines call for colors to be "complimentary to those used in surrounding buildings" and Vision Downtown Parkville calls for development of more specific guidelines that address building character including color to require "colors that match the style of the buildings and the historic feel." A separate advisory report prepared during the

development of Vision Downtown Parkville suggested that infill [and presumably modifications] match the color, material, massing and height of adjacent buildings and generally promotes replacement of materials with matching materials. At this time no specific standards, color pallets or other definitive standards are adopted, making it difficult to evaluate whether the proposed paint colors meet these objectives. Color palates are often specific to the period and type of architecture. Examples of whites, creams and gray blues similar to the shades proposed can be found elsewhere in downtown. Similar paint colors can also be found in other historic districts, but no regulations found for other districts appear to be clearly relevant to downtown Parkville. As such, staff has concluded that this factor is not relevant until a specific color pallet is adopted for downtown Parkville.

Instead staff has reviewed the colors per the adopted Old Town District guidelines to determine if they are complimentary to those used in surrounding buildings and buildings in the general area. Following is a summary of the abutting and nearby buildings. See attached Exhibit B for corresponding photos.

- 115 Main Street - abutting to the north – tan vinyl siding with white trim and black shutters
- 201 Main – second building north, on the north side of 2nd Street – brick building with wood painted tan, rust and blue, with hand painted ornamentation and green awnings.
- 109 & 111 Main Street - abutting to the south – painted brick building with tan or cream with no dominant contrast
- 112 Main Street - across the street to the west – unpainted brick with peach or light orange with lavender and black accents on the doors, windows, transoms and surrounding trim
- 110 Main – across the street to the southwest – taupe vinyl siding with white trim, and red and blue accents on doors and stairs

The proposed color scheme for 113 Main does not match that of the abutting buildings, but could be considered complimentary to other colors used in downtown. Many of the existing buildings are painted with similarly light colors, using similar schemes of primary and accent colors. Since the applicant is not proposing to paint over previously unpainted elements staff has less concern for the impact of the proposed modification.

Staff Conclusion and Recommendation

Staff concludes that the proposed colors meet the general objectives for the Old Town District by providing light colors that contrast the dark brick helping to breaking up the façade and create visual interest. The colors are generally compatible with other colors used throughout downtown. Staff recommends approval as submitted.

It should be noted that this recommendation is made without the benefit of any additional information that may be provided during the Planning and Zoning Commission meeting.

Necessary Action

Following consideration of the application and supporting information, the factors discussed above, the Planning Commission should recommend approval, approval with conditions, or denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen on Tuesday, April 7, 2015 for final action.

Sean Ackerson, AICP
Assistant City Administrator /
Community Development Director

3-28-15
Date

Exhibit B

Photos of existing structure, proposed modifications and historic references



Photo of the 113 Main Street and existing paint colors.



Photo simulation of the proposed color scheme (and signage to be approved separately).



Paint colors for 113 Main circa 2012



Paint colors for 113 Main Street circa 2007



Proposed color pallet for 113 Main Street



115 Main Street – abutting building to the north



201 Main Street - building to the north of 2nd Street on the east side of Main



109 and 111 Main Street – abutting the building to the south



112 Main Street – directly west of 113 Main Street



110 Main Street – southwest of 113 Main Street

Lauren Palmer

From: Dan Koch <dkoch@pcrsd.com>
Sent: Monday, March 30, 2015 9:34 AM
To: Lauren Palmer
Subject: Sewer Billing

Lauren,

Upon a more detailed review of the billing options, combined with the feedback and concerns of the Parkville Board of Aldermen, the Sewer District is not interested in pursuing sewer billing for the City at this time. It is important to the District to have the full faith of the Parkville Board of Aldermen and its residents.

One concern for example that I concur with is emailing billing. Although the Sewer District currently bills approximately ¼ of the residents of the City of Parkville, the emailing billing feature the City billing software has is one that the District software does not. Upgrading District software to add emailing billing would be a great addition, however it is not an economically wise investment at this time. We do not want the City of Parkville to lose faith in us over something like software features.

The District remains committed to its efforts to logically and economically regionalize the wastewater utility in Platte County. Lauren, I personally am very thankful for your vision and leadership. You leave no stone unturned and never turn a deaf ear over any topic.

Dan

Dan Koch
Executive Director
Platte County Regional Sewer District
414 State Route 273
Tracy, MO 64079
816-858-2052