



Finance Committee Agenda

January 11, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the December 7, 2015, meeting
 - B. Approve a maintenance agreement with Mid-America Pump LLC for on-call pump maintenance and repair services (Public Works)
 - C. Approve Work Authorization No. 55 with North Hills Engineering for the Sanitary Sewer Repairs Phase 3 project (Public Works)
 - D. Approve Work Authorization No. 54 with North Hills Engineering for the 2016 CCTV and sewer cleaning project (Public Works)
- 4. Non-Action Items**
 - A. Building Maintenance Update (Administration)
 - B. Community Assistance Fund Report (Police Department)
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Agenda

February 8, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the January 11, 2016, meeting
 - B. Approve a professional services agreement with Spark Management Consultants for assistance with the creation of the 9 Highway Community Improvement District (Administration)
 - C. Approve a work authorization with Spaces, Inc. to purchase and install two workstations at City Hall (Administration)
 - D. Approve a land use and waste disposal agreement with Damon Pursell Construction for use of its property for the annual clean-up events
 - E. Approve the purchase of a 2016 Ford F-350 4x4 Super Duty truck from Thoroughbred Ford for the Public Works Department (Public Works)
 - F. Approve a small construction services agreement with Midwest Storm Restoration for the Train Depot roof replacement (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Agenda

February 22, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the February 8, 2016, meeting
 - B. Authorize staff to negotiate the scope and fee with the low bidder, Gunter Construction, for the English Landing Park restroom project (Public Works)
 - C. Approve a work authorization with FTC Equipment, LLC for the replacement of the Spirit Fountain pump (Public Works)
 - D. Approve the Semi-Annual Financial Report for the second half of 2015 and direct City Administration to publish (Administration)
 - E. Approve a professional services agreement with Reserve Advisors to complete a long-range facility maintenance plan and capital cost reserve study (Administration)
 - F. Approve the purchase of a new server to facilitate an upgrade to Microsoft Exchange 2013 (Administration)
- 4. Non-Action Items**
 - A. Quarterly Projects Update
 - B. Audit Update
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Agenda

March 7, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

1. Call to Order

2. Financial Updates

3. Action Items

- A. Approve the minutes from the February 22, 2016 meeting
- B. Approve a professional services agreement with Kansas City Testing & Engineering, LLC for inspection services related to the conditional use permit issued to Park University for limestone mining operations (Public Works)
- C. Authorize staff to release the bid request for the 2016 Street Maintenance Program (Public Works)
- D. Approve Work Authorization No. 19 with H&H Septic Services for the cleaning and televising of downtown sewer lines associated with the Sanitary Sewer Phase 3 project (Public Works)
- E. Approve Change Order No. 3 with Insituform Technologies for the cured-in-place pipe lining work for the Sanitary Sewer Phase 3 repairs (Public Works)
- F. Approve Work Authorization No. 57 with North Hills Engineering for the design of the clarifier repairs (Public Works)
- G. Approve the purchase of a new 2016 John Deere Z997R Commercial L.C. Diesel Mower from Heritage Tractor, Inc. for the Parks Division (Public Works)
- H. Approve a small construction services agreement with American Sweeping for the 2016 Street Sweeping Program (Public Works)

4. Non-Action Items

- A. Nature Sanctuary donations (Administration)

5. Unfinished Business (postponed from prior meetings)

6. Other Business

7. Adjourn



Finance Committee Agenda

April 11, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

1. Call to Order

2. Financial Updates

3. Action Items

- A. Approve the minutes from the March 7, 2016 meeting
- B. Approve a financial commitment to the City of Riverside for representation of the Platte County water district in the pending Missouri-American Water Company rate case before the Missouri Public Service Commission (Administration)
- C. Approve the purchase of a new Ford Taurus All Wheel Drive Police Interceptor Sedan vehicle from Dick Smith Ford to be used as a patrol vehicle (Police Department)
- D. Approve a construction agreement with Genesis Environmental Solutions, Inc. for the construction of a storage building at the Wastewater Treatment Facility (Public Works)
- E. Actions related to the 2016 Street Maintenance Program
 - 1. Approve a construction agreement with Julius Kaaz Construction Co., Inc. for the 2016 Curb and Sidewalk Program (Public Works)
 - 2. Approve a construction agreement with Tandem Paving Company, Inc. for the 2016 Mill and Overlay Program (Public Works)
 - 3. Approve a construction agreement with Vance Brothers, Inc. for the 2016 Microsurfacing Program (Public Works)
- F. Approve a small construction services agreement with Madget Demolition, Inc. for the demolition of the single-family house located at 6201 MO-9 Hwy (Public Works)
- G. Approve a work authorization with GS Structural for the structural improvements related to the parks building façade project (Public Works)

4. Non-Action Items

- A. Parkville Recycling Extravaganza

5. Unfinished Business (postponed from prior meetings)

6. Other Business

7. Adjourn



Finance Committee Agenda

April 25, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the April 11, 2016 meeting
 - B. Appoint Marc Sportsman as Finance Committee chairman effective May 9, 2016
 - C. Approve a professional services agreement with The Novak Consulting Group for facilitation services for a strategic planning process (Administration)
 - D. Approve a work authorization with Absolute Comfort Technologies, Inc. for radiator repair on the Parkville City Hall generator (Administration)
 - E. Approve the purchase of truck equipment from Kranz of Kansas City, Inc. for the new Public Works truck (Public Works)
 - F. Approve Change Order No. 4 with Insituform Technologies for the cured-in-place pipe (CIPP) lining work for the Sanitary Sewer Phase 2 repairs (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
 - A. 2016 Mill and Overlay Project – Tandem Paving – Industrial Park Work
- 7. Adjourn**



Finance Committee Agenda

May 9, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the April 25, 2016 meeting
 - B. Review and comment on the audit for fiscal year 2015, as prepared by Cochran Head Vick & Co., P.C. (Administration)
 - C. Approve the purchase of two new DMV-800 in-car video systems for two existing patrol vehicles from Digital Ally Inc., to be installed by KC Wireless (Police)
 - D. Approve a construction services agreement with Midwest Drain and Sewer LLC for the 2016 closed circuit television and cleaning program (Public Works)
- 4. Non-Action Items**
 - A. Quarterly Projects Update
 - B. Street maintenance change orders (Public Works)
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
 - A. Reminder: May 30 meeting cancelled – Memorial Day
- 7. Adjourn**



Amended Finance Committee Agenda

June 13, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

1. Call to Order

2. Financial Updates

3. Unfinished Business (postponed from prior meetings)

- A. 2015 audit update (Administration) *(postponed from the May 9 meeting)*

4. Action Items

- A. Approve the minutes from the May 9, 2016, meeting
- B. Approve a Professional Services Agreement with Charlesworth Benefits, L.C. to conduct a Request for Information process for brokerage services (Administration)
- C. Approve the renewal of Property & Liability and Worker's Compensation & Employer's Liability coverage with Midwest Public Risk (MPR) for July 1, 2016 through June 30, 2017 (Administration)
- D. Approve Work Authorization No. 59 with North Hills Engineering for the design of the Main Street sanitary sewer improvements (Public Works)
- E. Approve an as-built change order with Midwest Storm Restoration for the train depot roof project (Public Works)
- F. Approve the purchase of a new 5085E John Deere utility tractor and Land Pride DB2660 ditch bank mower from Heritage Tractor, Inc. for the Operations Division (Public Works)
- G. Approve the purchase of a new John Deere MX-8 Pull Type mower attachment from Heritage Tractor for the Operations Division (Public Works)
- H. Approve the purchase of a new pump and adaptor at the South National Pump Station from FTC Equipment LLC (Public Works)

5. Non-Action Items

- A. 2016 Parkville in Art purchase award (Administration)
- B. Budget amendment process (Administration)

6. Other Business

7. Adjourn



Finance Committee Agenda

June 27, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the June 13, 2016, meeting
 - B. Accept the audited financial statement for fiscal year 2015 as prepared by Cochran Head Vick & Co., P.C. (Administration)
 - C. Approve a maintenance agreement with Blue Valley Public Service Inc. for the outdoor warning sirens (Public Works)
 - D. Approve a small construction contract with Havens Construction for the River Hills Storm Sewer Reconstruction (Public Works)
 - E. Reject bids related to the Nature Sanctuary garden tractor (Administration)
- 4. Non-Action Items**
- 5. Other Business**
- 6. Adjourn**



Finance Committee Agenda

July 11, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the June 27, 2016 meeting
 - B. Approve a maintenance agreement with Lippert Mechanical for annual HVAC maintenance and on-call repair services (Administration)
 - C. Approve the purchase of a new John Deere X570 Tractor for the Nature Sanctuary (Administration)
 - D. Approve a maintenance agreement with Arbor Masters for tree trimming on-call services (Public Works)
 - E. Approve a construction services agreement with Merrill Industrial Electrical for electrical improvements at the Parks headquarters (Public Works)
 - F. Approve Change Order No. 5 with Insituform Technologies for the cured-in-place lining work for the Sanitary Sewer Phase 3 repairs (Public Works)
- 4. Non-Action Items**
 - A. 2017 Budget Calendar
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Agenda

July 25, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Consent Items**
 - A. Approve the minutes from the July 11, 2016 meeting
 - B. Approve the Fewson Fund Annual Financial Statement and report (Administration)
 - C. Approve the purchase of materials with PMSI for the 2016 Crack Sealing Program (Public Works)
- 4. Action Items**
 - A. Approve revisions to the Purchasing Policy related to smaller equipment, construction, and professional services purchases (Administration)
 - B. Approve the park signage project and associated agreements from Fossil Graphics, and Acme Sign and Vireo (Administration)
 - C. Approve a professional services agreement with Bukaty Companies for employee benefit consulting services (Administration)
 - D. Authorize staff to obtain three quotes for each of the trades required for the English Landing Park Restroom Rehabilitation Project (Public Works)
 - E. Approve a work authorization with FTC Equipment to repair the blower at the Wastewater Treatment Facility (Public Works)
 - F. Authorize the City Administrator to approve Change Order No. 1 with Gunter Construction for the improvements to the Route 9 downtown markers (Public Works)
- 5. Non-Action Items**
- 6. Unfinished Business (postponed from prior meetings)**
- 7. Other Business**
- 8. Adjourn**



Finance Committee Agenda

August 8, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Consent Items**
 - A. Approve the minutes from the July 25, 2016 meeting
 - B. Authorize the transfer of funds from the Emergency Reserve Fund to the Brink Meyer Debt Service Fund sufficient to cover the payment of bond interest and fees due on September 1, 2016 (Administration)
 - C. Approve a construction agreement with Foley Company for the clarifier floor replacement at the Wastewater Treatment Facility (Public Works)
- 4. Action Items**
 - A. Approve the 2016 property tax levy for Fiscal Year 2017 (Administration)
 - B. Provide direction regarding improvements to the Route 9 downtown markers (Administration)
 - C. Approve the purchase of a new 2016 Ford Focus SE sedan from Shawnee Mission Ford to be used as be used as a Community Development Department and citywide vehicle (Community Development)
 - D. Approve a work authorization with Mid-America Pump for the mixer repair at the Wastewater Treatment Facility (Public Works)
- 5. Non-Action Items**
- 6. Unfinished Business (postponed from prior meetings)**
- 7. Other Business**
- 8. Adjourn**



Finance Committee Agenda

August 29, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

1. Call to Order

2. Financial Updates

3. Consent Items

- A. Approve the minutes from the August 8, 2016, meeting
- B. Approve the Semi-Annual Financial Report for the first half of 2016 and direct City Administration to publish (Administration)
- C. Declare the 1997 Jeep Cherokee as surplus equipment and auction it through KCI Auto Auction (Police)
- D. Approve a construction agreement with Twin Traffic Marking Corp. for the 2016 Pavement Marking Program (Public Works)
- E. Approve an increase in expenditure authority for Cunningham, Vogel & Rost, P.C. for special legal counsel services related to telecommunications and cell phone towers (Administration)

4. Action Items

- A. Amend the professional services agreement with the Platte County Citizen for newsletter creation, publishing and mailing services (Administration)
- B. Approve the selection of Nationwide Payment Solutions/Municipay to provide credit and debit card processing for City Hall and the Parkville Municipal Court (Administration)
- C. Approve a professional services agreement with TekCollect for a pilot project to collect delinquent account balances owed by sewer customers (Administration)
- D. Approve Work Authorization No. 1 with Arbor Masters for tree trimming in the Parkville Nature Sanctuary and Sullivan Nature Sanctuary (Public Works)
- E. Items related to the English Landing Restroom Rehabilitation (Public Works)
 - 1. Approve a construction agreement with Across the Board Contracting, LLC for carpentry work
 - 2. Approve a construction agreement with Full Nelson Plumbing, Inc. for plumbing work
 - 3. Approve a construction agreement with Action Concrete Const. for site construction work
- F. Approve Work Authorization No. 62 with North Hills Engineering for evaluation and mapping of the City's sanitary sewer system (Public Works)
- G. Approve a work authorization with Blue Valley Laboratories for the repair of the aerator in the Parkville Athletic Complex retention pond (Public Works)

5. Non-Action Items

- A. Quarterly Projects Update
- B. NID Financing Strategy and 2017 Budget Preview (Administration)

- 6. Unfinished Business (postponed from prior meetings)**
- 7. Other Business**
- 8. Adjourn**



Finance Committee Agenda

September 12, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

1. Call to Order

2. Financial Updates

3. Action Items

- A. Approve the minutes from the August 29, 2016, meeting
- B. Authorize the city attorney to file an intervention on behalf of Platte County customers in the Office of the Public Counsel appeal of the Missouri Public Service Commission rate determination for Missouri American Water Company (Administration)
- C. Approve an employee recognition gift in accordance with the Miscellaneous Expense Authorization and Reimbursement Policy (Administration)
- D. Approve a purchase order for the rental of waste collection containers from Metro Rolloff Container Services for the 2016 Fall Cleanup event (Public Works)
- E. Approve Work Authorization No. 2 with Arbor Masters for removal of hazardous trees at 13th and Main streets and approve a tree removal agreement with the homeowners at 1206 Main Street (Public Works)
- F. Approve Work Authorization No. 64 with North Hills Engineering for design and project management of the 45 Highway pump station reconstruction project (Public Works)
- G. Approve two change orders with Full Nelson Plumbing for plumbing work for the English Landing restroom rehabilitation (Public Works)

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

- A. September 26th meeting cancelled

7. Adjourn



Note: At 8:00 a.m., the Board of Aldermen will hold an executive session regarding personnel pursuant to RSMo 610.021(3).

Finance Committee Agenda

October 10, 2016

Immediately following the Executive Session
Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Consent Items**
 - A. Approve the minutes from the September 12, 2016, meeting
 - B. Approve a purchase order with Dale Brothers, Inc. for salt and sand materials for the 2016/2017 winter season (Public Works)
 - C. Approve the purchase of hydrogen sulfide odor control chemicals from Brenntag for the sanitary sewer lines in the Riss Lake subdivision (Public Works)
- 4. Action Items**
 - A. Approve the reinvestment of funds from two matured CDs in the Debt Service Reserve Funds of the Brush Creek Drainage Area Neighborhood Improvement District (Fund No. 23) and the Brink Meyer Road Neighborhood Improvement District (Fund No. 24) (Administration)
 - B. Approve the purchase of a new RD8100 PDLG Locator Kit from Subsurface Solutions for Missouri One-Call requests for utility line locating sewer infrastructure (Community Development)
 - C. Approve Work Authorization No. 68 with North Hills Engineering for the design of the Wastewater Treatment Facility Headworks Screen Reconstruction (Public Works)
 - D. Approve Work Authorization No. 67 with North Hills Engineering for design of the Riverchase sewer repair (Public Works)
- 5. Non-Action Items**
 - A. Health Insurance Renewal Update (Administration)
 - B. Downtown Entryway Markers Update (Administration)
- 6. Unfinished Business (postponed from prior meetings)**
- 7. Other Business**
- 8. Adjourn**



Amended Finance Committee Agenda

October 24, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Consent Items**
 - A. Approve the minutes from the October 10, 2016, meeting
 - B. Renew the intergovernmental agreement with the MARC Solid Waste Management District for the 2017 Regional Household Hazardous Waste Collection Program (Administration)
- 4. Action Items**
 - A. Approve the employee health insurance renewal for 2017 with Aetna (Administration)
 - B. Approve Work Authorization No. 7 with FTC Equipment, LLC for the Mission Control Unit at the Wastewater Treatment Facility (Public Works)
 - C. Approve a deduct change order with Foley Company for the clarifier floor replacement (Public Works)
- 5. Non-Action Items**
 - A. Discuss a preliminary proposal for debt financing for transportation projects (Administration)
 - B. Discuss city and developer costs for the asphalt repairs to South National Drive between Highway 45 and Limestone Road (Public Works)
- 6. Unfinished Business (postponed from prior meetings)**
- 7. Other Business**
- 8. Adjourn**



Finance Committee Agenda

Friday, November 4, 2016

7:30 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the October 24, 2016, meeting
 - B. Approve Work Authorization No. 3 with Arbor Masters for the removal of hazardous trees in English Landing Park (Public Works)
 - C. Approve a purchase order with Hach for the three Dissolved Oxygen probes for the Wastewater Treatment Facility (Public Works)
 - D. Approve a professional services agreement with RL Buford & Associates for the survey services for the Riverchase Sewer Replacement Project (Public Works)
 - E. Approve a property damage claim at 4906 Riverchase Lane (Public Works)
 - F. Approve Change Order No. 3 with Foley Company for the repairs to the Pinecrest Pump Station (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Agenda

November 28, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

1. Call to Order

2. Financial Updates

3. Action Items

- A. Approve the minutes from the November 4, 2016, meeting
- B. Revise the authorized not-to-exceed amount for special legal counsel services with Zerger & Mauer, LLP related to the Brush Creek Drainage and Brink Meyer Neighborhood Improvements Districts (Administration)
- C. Renew the professional services agreement with Cochran Head Vick & Co., P.C. for auditing services for the 2016 fiscal year (Administration)
- D. Approve a professional services agreement with Williams & Campo, P.C. for city attorney services (Administration)
- E. Authorize staff to advertise a public hearing and prepare an ordinance to implement a 10% rate increase for the sewer utility (Administration)
- F. Approve a supplemental agreement for 2017 with Alliance Water Resources for the continued management, operation, and maintenance of the City's wastewater treatment and collection system (Public Works)
- G. Approve a maintenance agreement with H&H Septic Service for on-call sewer cleaning and repair services (Public Works)

4. Non-Action Items

- A. Quarterly Projects Update

5. Unfinished Business (postponed from prior meetings)

6. Other Business

7. Adjourn



Finance Committee Agenda

December 12, 2016

8:00 AM

Board Conference Room, 1st Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes from the November 28, 2016, meeting
 - B. Approve a professional services agreement with Shafer, Kline & Warren, Inc. for the design of Friends Field (Public Works)
- 4. Non-Action Items**
 - A. Emergency Sewer Repair at 900 Main Street (Public Works)
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
 - A. December 26th meeting cancelled
- 7. Adjourn**