



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 Meeting
July 25, 2016 – 8:00 a.m.
Executive Chambers – Board Room

Minutes

1. CALL TO ORDER

Chair Sportsman called the meeting to order at 8:00 a.m. A quorum was present.

- **Members Present:** Chair Marc Sportsman, Vice Chair Dave Rittman, Mayor Nan Johnston (*arrived at 8:02 a.m.*), Diane Driver and Robert Lock
- **City Staff Present:** City Administrator Lauren Palmer, Public Works Director Alysen Abel, Community Development Director Stephen Lachky, Finance/Human Resources Director Matthew Chapman, City Treasurer Steve Berg, Assistant to the City Administrator Tim Blakeslee and City Clerk Melissa McChesney
- **Others Present:** Bob Charlesworth, Charlesworth Benefits, LC

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
- C. Approve the purchase of materials with PMSI for the 2016 Crack Sealing Program

Diane Driver moved to approve the consent agenda as presented. Dave Rittman seconded; motion passed 4-0.

4. ACTION ITEMS

Mayor Johnston joined the meeting at 8:02 a.m.

- A. Approve revisions to the Purchasing Policy related to smaller equipment, construction, and professional services purchases

City Administrator Lauren Palmer explained that in the past staff had difficulty receiving competitive bids for smaller purchases less than \$10,000, so staff recommended raising the threshold for competitive bidding at \$10,000 for vehicles, equipment, new construction and professional services. She added that the two policy changes included adjusting the threshold and putting in general language to authorize the Board of Aldermen the authority to deviate from the policy as needed.

Driver moved to recommend that the Board of Aldermen amend the purchasing policy to (1) increase the threshold for competitive bidding to \$10,000 for all purchases and (2) clarify that the Board of Aldermen may deviate from the policy to address situations in which application of the provisions is infeasible. Rittman seconded; motion passed 5-0.

- B. Approve the park signage project and associated agreements from Fossil Graphics, Acme Sign and Vireo

Assistant to the City Administrator Tim Blakeslee stated that the 5k/10k course in English Landing Park and Platte Landing Park were certified in 2015 and later in the year the City received a \$4,405 grant from Platte County to market and map the trail. Concepts were shown to the Community Land and Recreation Board (CLARB) in April and a proposal was approved in July. The park signage project included new maps in three areas of the park to be completed by Fossil Graphics; 13 trail markers along the course to be completed by Acme sign who presented

the lowest quote that met the recommendation of CLARB; and graphic design for a new park map to be completed by Vireo.

The Committee discussed the trail markers and whether they should include miles or kilometers or both and Blakeslee responded that he would contact various organizations to determine the best option.

Driver moved to recommend that the Board of Aldermen approve the park signage project and associated agreements subject to staff review as described from Fossil Graphics, Acme Sign and Vireo as described in an amount totaling \$10,694. Rittman seconded; motion passed 5-0.

C. Approve a professional services agreement with Bukaty Companies for employee benefit consulting services

Finance/Human Resources Director Matthew Chapman said that a broker acts as an intermediary between the benefit providers and the City had contracted with CBIZ. Because staff was dissatisfied with their service, the Board of Aldermen approved an agreement with Charlesworth Benefits LC to develop a request for proposals for a new broker. Five responses were received and three finalists were chosen for an interview. The selection committee, composed of City Administrator Lauren Palmer, Finance/Human Resources Director Matthew Chapman, Alderman Dave Rittman and Bob Charlesworth, selected Bukaty Companies because they offered the most competitive packet of services and specialized in working with smaller entities. The City would engage with the broker for one year as staff continued to evaluate the services provided by Midwest Public Risk (MPR) while considering bidding for health insurance benefit providers.

Bob Charlesworth, Charlesworth Benefits, said that CBIZ was not recommended for an interview but staff reserved the right to visit with them if there was not another alternative. He added that staff wanted to evaluate the relationship with MPR over the next year because they were a trust and the termination provisions could be challenging. If an agreement with MPR was terminated, the City would be responsible for paying any open claims for up to three months after the termination. To assess the risk it was important to know how to get out of an agreement. Charlesworth also noted that if the City decided to approve an agreement with MPR it would only be able to use the healthcare providers chosen by MPR. Bukaty Companies would help staff evaluate the process.

Driver moved to recommend that the Board of Aldermen engage Bukaty Companies for employee benefits consulting services. Rittman seconded; motion passed 5-0.

D. Authorize staff to obtain three quotes for each of the trades required for the English Landing Park Restroom Rehabilitation Project

Public Works Director Alysén Abel stated that the bid package for the project was separated into four major construction categories: plumbing, electrical, carpentry and site construction while staff planned to work as the general contractor. A bid opening was held on July 14 and three responses were received, but one bid was for cleaning services which was not a valid bid, one bid was for electrical services only and the third bid was for general contracting services including overhead and profit. Abel noted that other contractors declined to bid since the City planned to be the general contractor. Staff felt it was unfair to accept the general contractor bid because the services were not included in the bid package. Abel recommended moving forward with the electrical work which was within staff's approval authority. Staff sought direction from the Finance Committee to confirm the direction of the project before moving forward. In order to meet the November 1 deadline for the Platte County Outreach Grant funds, staff recommended approval of the electrical contract with Merrill Industrial Electrical. Staff also requested approval to obtain three quotes from the remaining trade categories in lieu of requesting sealed bids and estimated the project would total approximately \$65,000 for the basic services package. She added that Platte County said the City could request an extension with an explanation of the reasons why it was not able to meet the deadline. Staff would confirm if extensions were approved by the Platte County Park and Recreation Board in writing.

Driver moved to authorize staff to execute an electrical construction agreement with Merrill Industrial Electric in the amount of \$1,954 and to recommend that the Board of Aldermen authorize staff to obtain three quotes from each of the other trades included in the bid request. Rittman seconded; motion passed 5-0.

E. Approve a work authorization with FTC Equipment to repair the blower at the Wastewater Treatment Facility

Public Works Director Alysén Abel explained that the wastewater treatment facility had two aeration basins that ran off of blowers that introduced air into the process, but one had stopped working and needed to be repaired. She noted that the facility could operate for a short time on a single blower. Mid-America Pump and FTC Equipment were contacted for quotes and both submitted quotes for repair and replacement of the blower. Abel said that the repair estimates were based on a cursory review but the extent of the damage was unknown until the blower was removed. FTC Equipment provided the lowest quotes for repair and replacement and freight and installation were not included, but were estimated at less than \$500. FTC Equipment provided a 12-month warranty for replacement but no warranty for the repair.

Discussion focused on repairing or replacing the blower and to cover the additional cost of the replacement funds might need to come from the Emergency Reserve Fund. She added that she would contact the vendor to find out the delivery time for a replacement blower.

Driver moved to approve the work authorization with FTC Equipment for the blower replacement, providing delivery time is acceptable by Public Works staff, in the amount of \$7,832. Rittman seconded; motion passed 5-0.

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 Director Alysén Abel stated that in October 2015 the Board of Aldermen approved a construction agreement with Gunter Construction but the downtown markers were removed from the project due to cost constraints. Donors raised enough funds to cover the cost of the markers and a supplemental agreement was approved with Gunter Construction in December 2015. Due to value engineering of the project, the blue metal background was removed from the downtown markers project.

Abel explained that the original aluminum letters that were installed were not visible in front of the stone so staff contacted Gunter Construction to determine what options were available. Options included removing the aluminum letters and painting them black; installing a one-eighth inch thick blue metal background on top of the stone and reinstalling the aluminum letters; or installing a one-eighth inch thick blue metal background with the contractor cutting out a portion of the masonry and installing it flush on the markers with a picture frame around it. Abel said there were no additional funds available but approximately \$2,200 from interest in the Fewson Fund could cover the first two options. The overage in option three could be covered by savings in the General Fund or requesting additional funds from the donors. Staff recommended the second option due to budget constraints and it met the design's original intent.

Driver moved to authorize the City Administrator to approve Change Order No. 1 with Gunter Construction for the improvements to the Route 9 downtown markers in the amount of \$1,466. Sportsman seconded; motion failed 2-3 (Rittman, Johnston and Lock opposed).

Further discussion focused on covering the additional cost for Option 3. Public Works Director Alysén Abel said that the Fewson Fund interest, the General Fund or additional funds from the donors could help to cover the additional costs. City Administrator Lauren Palmer noted staff was seeking direction from the Committee and said that the second issue was that any vote not approved by a four-fifths majority of the Finance Committee would require approval by the Board of Aldermen.

Driver moved to authorize the City Administrator to approve Change Order No. 1 with Gunter Construction for the improvements to the Route 9 downtown markers in the amount of \$1,713.50. Sportsman seconded; motion failed 1-4 (Rittman, Johnston, Driver and Lock opposed).

Driver moved to authorize the City Administrator to approve Change Order No. 1 with Gunter Construction for the improvements to the Route 9 downtown markers in the amount of \$5,521.50, contingent upon private fundraising for the balance of the cost. Rittman seconded; motion passed 4-1 (Driver opposed).

5. NON-ACTION ITEMS

6. OTHER BUSINESS

Public Works Director Alysén Abel introduced a bear crafted by chainsaw artist TJ Jenkins, who also carved the eagle in English Landing Park. She added that staff planned to give the bear as the winning prize for a future picture contest.

7. ADJOURNMENT

Chair Sportsman declared the meeting adjourned at 9:16 a.m.

Submitted by:

Melissa McChesney
City Clerk

Approval Date

CITY OF PARKVILLE

Policy Report

Date: August 3, 2016

Prepared By:
Stephen Berg
Treasurer

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Authorization to transfer 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.

BACKGROUND:

In 2014, permanent financing was obtained for the expenses incurred for the Brush Creek Drainage and Brink Meyer Road Neighborhood Improvement Districts (NID), with the payments due for each on September 1, 2016. Assessments were applied on the benefitting properties within each of the associated NID districts and were due for payment on December 31, 2015. While the Brush Creek assessment collections have been sufficient to cover the bond payments due, to-date none of the Brink Meyer NID assessments have been received, and with the acquisition of the properties involved due to assessment delinquencies, no payments are anticipated. With no receipts coming in for the Brink Meyer NID fund, the fund has no funds available from which to meet its debt obligations.

For the past several years, in anticipation that a significant portion of the NID assessments might not be paid in a timely manner, the City has followed a policy of building up the balance of the Emergency Reserve Fund sufficient to cover any deficiencies in collections that may occur. Assessment collections to-date are more than sufficient to cover the current Brush Creek bond payment due of \$93,104.03. However, the Brink Meyer payment will require the City to contribute \$74,210.92 of emergency funds to cover the interest and fees due on September 1, 2016. It is here proposed that this payment be made from funds to be transferred from the Emergency Reserve fund. Similar transfers to the Brink Meyer NID fund were made in 2015 and February 2016 to cover the previous Brink Meyer NID bond payments.

BUDGET IMPACT:

The possibility of this expenditure was foreseen; and an amount of \$149,988 was appropriated in the 2016 Emergency Reserve Fund budget for transfer to the Brink Meyer Fund for the purpose of paying the 2016 bond payments and fees. While the proposed transfer will reduce the balance in the Emergency Reserve Fund, currently at \$1,396,420.25, these funds are held separately from the General Fund and there is no impact to the City's General Fund.

ALTERNATIVES:

1. Authorize staff to transfer up to \$74,210.92 from the Emergency Reserve Fund to the Brink Meyer Road NID Debt Service Fund and then use the funds to pay the bond interest payment due on that fund. Approval of this transfer will require a "super-majority" vote by the Board of Aldermen, with a minimum of 6 of 8 members voting in favor of the transfer.
2. Authorize the payment to be made using general operating funds and reduce other expenditures.
3. Do not authorize the bond payment, in which case the City will default on the loan payment.

STAFF RECOMMENDATION:

Staff recommends that the Finance Committee recommend that the Board of Aldermen authorize the transfer of funds from the Emergency Reserve to the Brink Meyer Road NID fund for the purpose of paying the loan payment due on September 1, 2016.

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. The Reserve Policy, Resolution No. 12-01-13, states that any expenditure from the Emergency Reserve Fund must be approved by a super majority (6 of 8) of the Board of Aldermen.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen authorize staff to transfer up to \$74,210.92 from the Emergency Reserve Fund to the Brink Meyer Road NID Fund for the purpose of paying the Brink Meyer Road NID bond payment due on September 1, 2016.

CITY OF PARKVILLE Policy Report

Date: August 2, 2016

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Jay Norco
Contract City Engineer

ISSUE:

Approve a construction agreement with Foley Company for the Clarifier Floor Replacement at the Wastewater Treatment Facility.

BACKGROUND:

The Wastewater Treatment Facility (WWTF) was constructed in 1993. The two clarifiers were installed in 2005 and are used to process wastewater in a multi-step process. The first step includes a bar screen to remove trash and large objects. Next, the process goes through an aeration basin which feeds oxygen into the system and mixes the sludge and finally goes to the clarifier which separates the sludge from the clear water, allowing the larger particles to settle to the bottom of the basin.

The clarifier repair includes the replacement of the concrete floor topping in Clarifier No. 2 (west unit) at the WWTF. The existing grout topping is delaminating after years of service and the concrete surface is flaking. The proper treatment is to remove the existing floor and replace it with a new poured-in-place grout topping. Staff plans to perform the same repair on the concrete floor of Clarifier No. 1 (east unit) in 2018.

On March 7, 2016, the Finance Committee approved a work authorization with North Hills Engineering, Inc. for the design and administration of the clarifier floor repair in the amount of \$4,950. Since that time, North Hills Engineering has completed the plans and specifications for the clarifier repair. The bid request was released in July 2016.

On August 2, 2016, the City received bid responses from 4 contractors to perform the clarifier floor repair. The bid tabulation is included as Attachment 2. The low bidder was Foley Company with a bid of \$32,300. Although the City has not contracted directly with Foley Company, the contractor has previous favorable experience in wastewater plant reconstruction with North Hills Engineering, Inc. and with the Platte County Regional Sewer District.

BUDGET IMPACT:

The 2016 Capital Improvement Program includes \$45,000 for the replacement of the clarifier floor. The work authorization for the engineering-related fees was in the amount of \$4,950, leaving a balance for the project of \$40,050. The bid provided by Foley Company is within the project budget at \$32,300.

ALTERNATIVES:

1. Approve a construction agreement with Foley Company for the clarifier floor repair in the amount of \$32,300.
2. Provide alternative direction to staff.
3. Postpone the item.

ITEM 3C

For 08-08-16

Board of Aldermen - Finance Committee Meeting

STAFF RECOMMENDATION:

Staff recommends the approval of a construction agreement with Foley Company for the clarifier floor repair in the amount of \$32,300.

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 recommend that the Board of Aldermen approval of a construction agreement with Foley Company for the clarifier floor repair in the amount of \$32,300.

ATTACHMENTS:

1. Photo of Existing Clarifier
2. Bid Tabulation



BID TABULATION

Clarifier Floor Replacement WWTF

August 2, 2016

10:05 a.m. Public Works Conference Room

Bidder	TOTAL
Foley Company	*\$32,300.00
Irvinbilt Constructors, Inc.	\$69,700.00
John Rohrer Contracting Co., Inc.	\$80,416.00
Mega Industries Corporation	\$58,300.00

(*) Recommended Award of Purchase

**CITY OF PARKVILLE
Policy Report**

Date: Wednesday, August 3, 2016

Prepared By:
Steve Berg
Treasurer

Reviewed By:
Matthew Chapman
Finance/HR Director

ISSUE:
Approve the 2016 Property Tax Levy for Fiscal Year 2017.

BACKGROUND:

The City has received the State Auditor pro forma calculations for the General Tax Levy and the General-Temp Levy for the next tax year. The temporary levy was authorized by the voters in 2004 for 21 years (until 2025). The pro forma calculations give the prior year's levy adjusted as required by the Missouri Hancock Amendment. Following requirements of the Hancock Amendment, the State Auditor has also calculated the maximum allowed levy amounts for both the General Tax levy and the General-Temp levy for the coming year based on the City's voter-approved levies under Missouri law.

The General levy is already at its maximum level and so the pro forma levy of 0.4701 can be lowered, but cannot be increased. In 2012, the Temp levy was reduced slightly to allow an increase in the General levy to occur without an increase in the total levy. As a result, the Pro Forma Temp levy of \$0.1728 for 2016 is somewhat less than the voter-approved maximum, and the City has the option this year to increase the Temp levy up to 0.1777, should the Board of Aldermen choose to do so. Note that in any year the Board may reduce, but not increase, the proposed levy, while in even-numbered years the Board has the option of increasing the tax levy upward, if the levy is below its allowed maximum. Such an adjustment would become effective for the following odd-numbered fiscal year. The increase would generate approximately \$10,100 in additional revenue in 2017.

The table below summarizes the impact to a typical homeowner of the proposed tax rate compared to previous years. The final column shows the impact of increasing the Temp levy to the maximum permitted level, which is just under \$2.00 per year for a \$210,000 home.

	Tax Year					Maximum Temp Levy
	2012	2013	2014	2015	2016	2016
Value of Home*	\$200,000	200,680	\$203,106	\$206,005	\$210,819	\$210,819
Assessed Valuation (19% of actual)	\$38,000	\$38,129	\$38,590	\$39,141	\$40,056	\$40,056
General Tax Levy	0.4784	0.4784	0.4784	0.4763	0.4701	0.4701
General-Temp Levy	0.1759	0.1759	0.1759	0.1751	0.1728	0.1777
Total City of Parkville Tax	\$248.63	\$249.48	\$252.50	\$254.96	\$257.52	\$259.48

*Based on average increase/decrease in assessed valuation for existing properties in Parkville.

ITEM 4A

For 08-08-16

Board of Aldermen - Finance Committee Meeting

BUDGET IMPACT:

The General tax levy provides about 24% of the General operating funds (General Fund) of the City. The General Temp levy has historically been used to pay approximately one-half of the 2006 capital improvements certificates of participation (COPs) issued by the City. With the refinancing of the 2006 COPs in 2015, the resulting savings will enable the Temp levy to cover between 85% and 90% of the refinanced bonds. The remaining balance and General Fund revenues that were previously dedicated to supplement the debt coverage can be redirected for other uses. In October 2015, the Board of Aldermen reviewed a strategy to redirect these funds to cover shortfalls in the Brush Creek and Brink Meyer neighborhood improvement district (NID) assessment revenues.

The estimated increase in tax revenues in 2016 due to maintaining the tax levies at the adjusted current level is \$27,690 (General) and \$10,137 (General-Temp) for a total of \$37,827. Increasing the Temp levy to the maximum allowed level would increase Temp levy revenue by \$10,100. This could reduce the use of Emergency Reserve funds for NID bond payments by the same amount. Lowering either tax levy would require the City to either find other sources of revenue or to reduce expenditures for 2016.

ALTERNATIVES:

1. Approve maintaining the 2016 Tax Levy for the General Fund for Fiscal Year 2016 at the existing rate as adjusted by the State Auditor for the current tax year and increasing the 2016 Temp Tax Levy for Fiscal 2017 up to the maximum amount of \$0.1777 calculated by the State Auditor for the current tax year.
2. Approve maintaining the 2016 Tax Levy for Fiscal Year 2017 at the existing rate as adjusted by the State Auditor for the current tax year.
3. Reduce the 2015 Tax Levy for Fiscal Year 2016 as the Board of Aldermen deems appropriate.

STAFF RECOMMENDATION:

Staff recommends that the Finance Committee recommend that the Board of Aldermen approve maintaining the 2016 General Fund Tax Levy at the existing rate, as adjusted by the State Auditor, and approve increasing the 2016 Temp Tax Levy to \$0.1777, as calculated to be the maximum levy allowed by the State Auditor. The impact on individual homeowners is nominal and the additional revenues can be used to offset the impact of the NID financing strategy on the Emergency Reserve Fund. Combined with the mandated adjustment to the General levy, the total tax rate for Fiscal Year 2017 would drop by 0.0036.

POLICY:

The Board of Aldermen may establish the Property Tax Levy to support municipal services within the limitations imposed by state law. The Property Tax Levy will determine a substantial portion of the revenue which will be available for Fiscal Year 2017. The amount of the revenue expected to be generated will be used during the budget process to determine available funds for Fiscal Year 2017. A public hearing is required per RSMo 67.110. Should the Board of Aldermen choose to increase the Temp levy, the hearing will require an explanation of why the increase is needed.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen adopt an ordinance to set the 2016 General Tax Levy at \$0.4701 per \$100.00 of assessed valuation and the General-Temp Levy at \$0.1777 per \$100.00 of assessed valuation.

ATTACHMENTS:

1. Ordinance
2. Public Hearing Notices for Tax Levy Alternatives 1 & 2

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE LEVYING A TAX OF \$0.6478 ON ALL TAXABLE PROPERTY IN THE CITY OF PARKVILLE FOR THE YEAR 2016

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

The levy on all real and personal taxable property in the City of Parkville for the year 2016 shall be \$0.6478 per one hundred dollars of assessed valuation, divided as follows:

\$0.4701 per one hundred dollars of assessed valuation for the general operating budget.

\$0.1777 per one hundred dollars of assessed valuation for the general operating budget (temporary).

PASSED and APPROVED this 16th day of August 2016.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney

Notice of Public Hearing
On 2016 Tax Levy Adjusted to Comply with
Missouri State Statutes Chapter 137.073
City of Parkville, MO

A public hearing will be held before the Board of Aldermen for the City of Parkville, Missouri, on August 16, 2016, at 7:00 p.m. in the board room at Parkville City Hall, 8880 Clark Avenue, Parkville, Missouri, 64152. At that time citizens may provide public comments on the following revised property tax rate proposed to be set by the City of Parkville for the 2016 tax year. The following information is provided pursuant to RSMo §67.110:

ASSESSED VALUATION

<u>Category</u>	Prior Tax Year	Current Tax
Real Estate	\$169,958,035	\$176,916,246
Personal Property	\$27,740,726	\$25,709,897
Railroad & Utility Local Assessed	\$404,220	\$781,484
Railroad & Utility State Assessed	\$5,756,712	\$6,087,120
	<hr/>	<hr/>
Total Current Valuation	\$200,859,693	\$209,494,747
Amount of property tax revenues budgeted for 2015 (less Platte County collection fees)		\$941,387
	General	General Temp
Current tax rate:	\$0.4763 per \$100	\$0.1751
Proposed tax rate:	\$0.4701 per \$100	\$0.1728
	General	General Temp
Increase in tax revenue due to increase in assessed value due to new construction and improvements, if proposed tax rate is adopted:	\$21,002	\$7,720
Increase in tax revenue as a result of reassessment, if proposed tax rate is adopted:	\$6,697	\$2,462
	0.700%	0.700%

DATE: August 8, 2016

Melissa McChesney, City Clerk

Notice of Public Hearing
On 2016 Tax Levy Adjusted to Comply with
Missouri State Statutes Chapter 137.073
City of Parkville, MO

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ASSESSED VALUATION

<u>Category</u>	Prior Tax Year	Current Tax
Real Estate	\$169,958,035	\$176,916,246
Personal Property	\$27,740,726	\$25,709,897
Railroad & Utility Local Assessed	\$404,220	\$781,484
Railroad & Utility State Assessed	\$5,756,712	\$6,087,120
Total Current Valuation	_____	_____
	\$200,859,693	\$209,494,747
Amount of property tax revenues budgeted for 2015 (less Platte County collection fees)		\$941,387
	General	General Temp
Current tax rate:	\$0.4763 per \$100	\$0.1751
Proposed tax rate:	\$0.4701 per \$100	\$0.1777
	General	General Temp
Increase in tax revenue due to increase in assessed value due to new construction and improvements, if proposed tax rate is adopted:	\$21,002	\$7,939
Increase in tax revenue as a result of reassessment, if proposed tax rate is adopted:	\$6,697	\$12,299
	0.700%	3.550%

DATE: August 8, 2016

Melissa McChesney, City Clerk

CITY OF PARKVILLE Policy Report

Date: Thursday, August 4, 2016

Prepared By:
Lauren Palmer
City Administrator

Reviewed By:
Melissa McChesney
City Clerk

ISSUE:

Provide direction regarding improvements to the Route 9 downtown markers.

BACKGROUND:

On October 20, 2015, the Board of Aldermen approved a construction agreement with Gunter Construction in the amount of \$154,670 for the base bid for the Route 9 Entryway Beautification Project. Due to cost constraints, the City rejected all bid alternates including the downtown entryway markers. Following the execution of the agreement, community partners approached the Mayor and City Administrator and encouraged seeking private donations to add the downtown markers back into the project. The total funding required to reinstate this element of the project was \$31,360. This price was based on the second bid package with the value engineering that included removing the blue metal backing from the original design and instead pin mounting the letters.

Staff was aware that the blue metal background was eliminated from the project plans as part of the value engineering. However, staff assumed that the pin mounted letters would be black to contrast with the masonry stone. This was apparently not the intent of the design team, and the brushed aluminum lettering was specified in the plans. When the markers were constructed, the lettering was installed according to the information provided in the plans. Once the lettering was installed, it became apparent that the brushed aluminum lettering did not have enough contrast with the masonry stone, making the letters blend in.

On July 25, 2016, the Finance Committee evaluated three options to improve the appearance of the markers as indicated in the table below:

Option	Description	Cost
Option 1	Remove the existing powder coated aluminum letters and replace with painted black letters.	\$1,466.00
Option 2	Remove existing aluminum letters. Grind high points on existing cast stone. Install 1/8" thick powder coated blue metal plate background. (The plate will not be flush against the stone and there will be gaps along the edges.) Install existing aluminum letters.	\$1,713.50
Option 3	Remove existing aluminum letters. Cut and remove existing cast stone on marker in location of metal plates. Install existing aluminum letters on top of blue metal plate background. (There will be no gaps around the edges and the border will have a polished look.) Cast stone pieces will be placed around the edges of the blue metal plates, with a 3" thick framing around the background.	\$5,521.50

ITEM 4B

For 08-08-16

Board of Aldermen - Finance Committee Meeting

On a vote of 4-1, the committee authorized the City Administrator to approve Change Order No. 1 with Gunter Construction for improvements to the Route 9 downtown markers in the amount of \$5,521.50 (option 3). The city has \$2,206.50 available from the Fewson Fund for the change order. The Finance Committee's motion was contingent upon private fundraising for the balance of the cost.

Staff contacted all of the private donors and received the following responses to date:

- The Michael and Susan Newburger Foundation agreed to \$750.
- Parkville Area Chamber of Commerce agreed to \$641.25.
- The Chair of the Parkville Old Towne Market Community Improvement District (POTMCID) does not support the request and suggested that the city implement option 1. The request is not yet scheduled for consideration by the full POTMCID Board of Directors.
- Main Street Parkville Association is scheduled to discuss the request at its membership meeting on August 10, 2016. Further action would then be required from the Steering Committee.
- Friend of Parkville Parks has not yet considered the request. Two members of the board of directors voiced opposition.

Alliance Water Resources (AWR) made a verbal offer to city staff to contribute \$500 toward the project. AWR was not one of the original donors but was aware of the need through public meetings. AWR is under contract with the city for management services for the wastewater treatment plant. The city does not have a policy regarding accepting donations from current or prospective vendors. AWR's contract expires at the end of 2017, so presumably the company will be part of a competitive selection process next year.

BUDGET IMPACT:

All project funds are committed and there are no additional funds available for this expense. Since this is already a designated Fewson Fund project, staff recommends utilizing available interest earning proceeds from the Fewson Fund for this unanticipated expense. Up to \$2,206.50 is available from the 2015 distribution. On July 20, 2016, the Fewson Fund Managers Committee authorized using the funds for this purpose subject to review and approval by the Finance Committee. If the Finance Committee directs staff to implement Option 3, the overage could be covered from General Fund reserves or staff could request additional assistance from the donors.

ALTERNATIVES:

1. Provide additional direction to staff regarding the project change order.
2. Postpone the item.

STAFF RECOMMENDATION:

Staff seeks clarification from the committee regarding the following:

1. Does the committee support implementing either option 1 or 2 if funds are not raised from the original donors?
2. Does the committee support funding the project balance from General Fund reserves if funds are not raised from the original donors?
3. Does the committee support directing staff to seek other private donors (including city vendors) to make up the difference if needed?

Staff had the impression from the discussion on July 25 that the decision was made, at least in part, in order to meet donor expectations for the quality of the markers. If the donor support is not there for option 3, staff recommends implementing option 1.

ITEM 4B

For 08-08-16

Board of Aldermen - Finance Committee Meeting

POLICY:

Per the Purchasing Policy, Resolution No. 10-02-14, the Finance Committee may authorize purchases up to \$10,000.

SUGGESTED MOTION:

I move to authorize the City Administrator to amend Change Order No. 1 with Gunter Construction for the option 1 improvements to the Route 9 downtown markers in the amount of \$1,466 if donations are not received to implement option 3 as previously approved.

ATTACHMENTS:

1. Picture of Downtown Markers – aluminum lettering
2. Picture of Entryway Sign – black lettering
3. Original Design Rendering
4. Current Project Budget
5. Gunter Change Order

CITY OF PARKVILLE Policy Report

Date: July 29, 2016

Prepared By:
Stephen Lachky
Community Development Director

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Request to approve the purchase of a new 2016 Ford Focus SE sedan from Shawnee Mission Ford of Shawnee, Kansas be used as a Community Development Department and city-wide vehicle to replace the 2004 Ford Taurus.

BACKGROUND:

The 2016 CIP includes \$22,000 to replace the Community Development Inspection Vehicle – 2004 Ford Taurus. During last year's budget request, the vehicle projected to replace the Taurus was a front-wheel drive, four-door sedan. Since there is no other vehicle in the City fleet available for general staff to use, it was envisioned that this vehicle could be used for in-state travel in addition to use by Community Development Department staff conducting routine building inspections and code enforcement inspections around the city.

On July 8, 2016, staff issued a request for bids and advertised it on the City's website. The bid announcement contained detailed specifications (see Attachment 1). Additionally, staff e-mailed 31 vendors throughout Kansas and 52 vendors throughout Missouri based off a list that was compiled by staff during last year's request to purchase a new 2015 Ford Escape for the Community Development Department (see Attachment 2). Staff also reached out to the Kansas City Regional Cooperative Purchasing Cooperative (KCRPC) as well as the State of Missouri's Division of Purchasing for motor vehicles available through the statewide purchasing contract. Five (5) vehicles through KCRPC's metro-wide bid matched the detailed specifications, and one (1) vehicle through the statewide contract matched the detailed specifications. Only one sealed bid was received by mail after the deadline date of Friday, July 29, 2016, at 10:00 a.m. (received at 10:30 a.m.). Therefore, the bid was invalid and was not opened and read aloud by City Clerk Melissa McChesney and Community Development Director Stephen Lachky.

Staff recommends using the lowest bid on the statewide contract which is \$15,689.00 from Joe Machens Ford. However, when taking the \$200 delivery fee into consideration, the lowest bid becomes \$15,801.00 from Shawnee Mission Ford in Shawnee, Kansas. The department plans to auction the 2004 Ford Taurus, along with a surplus truck from the Public Works Department, later in August. The funds from the sale of the 2004 Ford Taurus will be returned to the City's General Fund. Staff also recommends purchasing the vehicle with additional equipment/packages totaling \$1,045 as detailed in the Budget Impact section. Costs for these additional items are the same for all Ford dealership car vendors listed on the Bid Tabulation Sheet (see Attachment 3).

BUDGET IMPACT:

The 2016 Capital Improvement Program (CIP) includes \$22,000 from the General Fund for the purchase and equipment of an inspections vehicle to replace the current 2004 Ford Taurus. This includes costs for additional needed equipment (e.g., caution lights) and optional packages which can extend the life of the vehicle. With the purchase of the inspections vehicle from the lowest bid, \$6,199 would be available for additional needed equipment and optional packages.

ITEM 4C

For 08-08-16

Board of Aldermen – Finance Committee Meeting

Staff has analyzed the multiple options (see Attachment 4) and intends to include the following equipment/packages with the purchase order, totaling \$1,045:

- Weather Tech Floor Mats (\$200)
- Rust Proofing Undercoat (\$200)
- Cold Weather Package (\$645)

\$5,154 would be remain in the CIP budget for the additional needed equipment. This includes caution lights and City fleet decals, which are not available options from any of the car vendors and would have to be purchased and installed at a later time. Staff estimates these costs to be between \$1,500-2,000.

ALTERNATIVES:

1. Accept the low bid from Shawnee Mission Ford and additional equipment in the amount of \$16,846.00
2. Do not approve the purchase and provide alternative direction to staff.
3. Postpone the purchase.

STAFF RECOMMENDATION:

Staff recommends that the Finance Committee recommend that the Board of Aldermen purchase the new 2016 Ford Focus SE sedan motor vehicle from Shawnee Mission Ford.

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.

Addition for Local Suppliers

The Purchasing Policy states, "It is the City's intention to purchase from local suppliers, within reason, as it selects the best and most reasonably priced source for each transaction. The local residence of a supplier may be a factor considered in selecting among bidders on a purchase. It is the determination of the Governing Body that, in certain instances, choosing a local supplier serves the valid public purpose of supporting local businesses that, among other attributes, pay taxes to the City."

Addition for Lowest Responsible Bidder

The Notice to Bidders for this project stated that the City will accept the lowest responsible bidder (emphasis added), and that the City reserves the right to reject any bid if the bidder is unqualified or has a record of poor performance with the City or other municipalities. The Finance Committee has the authority to reject the low bid and accept an alternative if the company's qualifications are not validated.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve the purchase of a new 2016 Ford Focus SE sedan from Shawnee Mission Ford in the amount of \$16,846.00 and declare the 2004 Ford Taurus as surplus and eligible for auction upon execution of the purchase order.

ATTACHMENTS:

1. Detailed Specifications
2. Car Vendor Notification List
3. Bid Tabulation Sheet
4. Shawnee Mission Ford Specifications and Quote
5. Shawnee Mission Ford KCRPC Information

Attachment 1 - DETAILED SPECIFICATIONS

A new 2016/17 compact four-door, front-wheel drive sedan motor vehicle or equivalent. This includes motor vehicles similar or equivalent (but not limited) to a Ford Focus, Chevrolet Cruze, Dodge Dart, Honda Civic, Toyota Corolla, Nissan Sentra, Mazda 3, Subaru Impreza, Hyundai Elantra, Kia Forte, Mitsubishi Lancer, or Volkswagen Jetta with the following minimum specifications:

- 1.0L engine (equivalent or greater)
- Automatic transmission
- Traction control
- Stability control
- Power-assisted steering
- Anti-lock brake system
- Adjustable steering wheel
- Seat/safety belts
- Air conditioning
- AM/FM radio
- Console with storage
- Message center / trip computer
- Rear view camera
- Interior lighting
- Cruise control
- A/C or equivalent power outlets
- Power windows
- Power mirrors
- Headlamps
- Front wipers
- Driver and front-passenger airbags

Car Vendor Notification List

Vendor Name	State	E-mail	Reason
American Equipment Co.	KS	ryan@americanequipment.us	Bid Notification
AUSTIN SALES INC.	KS	ron@austinsales.com	Bid Notification
beckman motors inc.	KS	rodmangold@hotmail.com	Bid Notification
Blue Sky Enterprises Inc.	KS	service@questautoservice.com	Bid Notification
Briggs Auto	KS	daniel.guebara@briggsauto.com	Bid Notification
Briggs Auto Group	KS	matt.bauer@briggsauto.com	Bid Notification
Bruckner Truck Sales	KS	dpianalto@brucknertruck.com	Bid Notification
Chux Trux INC.	KS	rabate@chuxtrux.com	Bid Notification
Corbin Equipment, Inc.	KS	corbequip@mindspring.com	Bid Notification
Davis-Moore Automotive, Inc	KS	jpulley@davis-moore.com	Bid Notification
Davis-Moore Chevrolet, Inc	KS	jpulley@davis-moore.com	Bid Notification
Davis-Moore Nissan, Inc	KS	jpulley@davis-moore.com	Bid Notification
Doonan Truck & Equipment of Wichita	KS	bryan_mitchell@doonantruck.com	Bid Notification
Henke Manufacturing	KS	tlesco@henkemfg.com	Bid Notification
Inland Truck Parts Company	KS	rayp@inlandtruck.com	Bid Notification
K & K Auto Parts	KS	jcorbyhicks@aol.com	Bid Notification
Ka-Comm., Inc	KS	joehm@ka-comminc.com	Bid Notification
Kansas City Peterbilt	KS	manthatdraws@yahoo.com	Bid Notification
Kansas City Peterbilt	KS	mikejacobs@kcpete.com	Bid Notification
Kansas Truck Center	KS	mgrady@kansastruck.com	Bid Notification
Kansas Truck Equipment Co., Inc.	KS	ksbusguy@hotmail.com	Bid Notification
Kenny Thomas Enterprises	KS	kthomastoyota@yahoo.com	Bid Notification
Mccarthy Chevrolet	KS	dmason@mccarthyautogroup.com	Bid Notification
McCarthy Olathe Nissan	KS	jgordon@mccarthyautogroup.com	Bid Notification
MHC Kenworth - OLATHE	KS	smayhew@mhctruck.com	Bid Notification
Olathe Ford Sales, Inc.	KS	patl@olatheford.com	Bid Notification
Olathe Toyota	KS	ktolathetoyota@yahoo.com	Bid Notification
Olathe Transmission Services, Inc.	KS	olathetransmission@yahoo.com	Bid Notification
Shawnee Mission Ford	KS	jay.cooper@shawneemissionford.com	Bid Notification
Systems Finance Corporation	KS	sferguson@systemsfinancecorporation.com	Bid Notification
Weis Fire and Safety Equipment Comp	KS	dennis.j@weisfiresafety.com	Bid Notification
Al Scheppers Motor Company	MO	tbruemmer@alscheppers.com	Bid Notification
Auto & Boat Center LLC	MO	autoboatcenter2@gmail.com	Bid Notification
B&C Truck Electric	MO	steve@bctruckelectric.com	Bid Notification
BAILEY CHEVROLET	MO	derek@baileychevy.com	Bid Notification
Barr's Auto Repair	MO	barrsautorepair@comcast.net	Bid Notification
Benchmark Inc	MO	cmartin@earlsdodge.com	Bid Notification
BULLARD AUTO SERVICE INC.	MO	TDMYEARS@HOTMAIL.COM	Bid Notification
Carquest Auto Parts	MO	shaunnflannery@yahoo.com	Bid Notification
Central Power Systems and Services	MO	mike.wettstein@cpower.com	Bid Notification
City Wide Fire Extinguisher Service LLC	MO	DEmanuele02@gmail.com	Bid Notification
Cobra Automotive, Inc.	MO	indcottman@sbcglobal.net	Bid Notification
Custom Truck & Equipment, LLC	MO	tcarder@cte-equipment.com	Bid Notification
Diamond International	MO	howard.gentry@diamondtrucks.com	Bid Notification
Dick Smith Ford	MO	glofton@dicksmithford.com	Bid Notification
DWD Management Group, LLC	MO	tiger@tigertowing.com	Bid Notification
Elliott Equipment Company	MO	KevinH@elliotequipco.com	Bid Notification
Friendly Ford, Inc.	MO	friendlyford@gmail.com	Bid Notification
Gary Wood Chrysler Dodge Jeep inc	MO	Gwood6215@prodigy.net	Bid Notification

Genuine Parts Company	MO	kenny_sheehy@genpt.com	Bid Notification
GENUINE PARTS COMPANY	MO	rcnapa@aol.com	Bid Notification
Gladstone Dodge	MO	rvestal@gladstonedodge.com	Bid Notification
Hertz Equipment Rental	MO	drider@hertz.com	Bid Notification
Independence Complete Auto Service	MO	marco@kcccompleteauto.com	Bid Notification
Jenkins Diesel	MO	gregoryd@jenkinsdiesel.com	Bid Notification
Kansas City Freightliner	MO	lsetter@kcfreightliner.com	Bid Notification
Kansas City Freightliner	MO	klauritsen@kcfreightliner.com	Bid Notification
Kansas City Freightliner Sales, Inc.	MO	dfischer@kcfreightliner.com	Bid Notification
KCR INTERNATIONAL TRUCKS, INC	MO	russ.petty@diamondtrucks.com	Bid Notification
Legacy Truck Equipment	MO	legacy@ofmlive.net	Bid Notification
Master's Transportation	MO	bobt@masterstransportation.com	Bid Notification
Max Motors	MO	nswitzer@maxmotors.com	Bid Notification
MHC Kenworth	MO	tom.callahan@mhctruck.com	Bid Notification
Mid America Coach	MO	peterb@midamericacoach.com	Bid Notification
Midway Ford Truck Center, Inc.	MO	kyle.mead@midwaytrucks.com	Bid Notification
MIDWAY FORD TRUCK CENTER, INC.	MO	PBARR@MIDWAYTRUCKS.COM	Bid Notification
MMP Business Associates, Inc	MO	johnh@armor-equip.com	Bid Notification
OZARK KENWORTH	MO	jeff.vincent@mhctruck.com	Bid Notification
Precision Fire Apparatus Inc.	MO	trapper@precisionfireapparatus.com	Bid Notification
Republic Ford Lincoln	MO	sforrester@republicford.com	Bid Notification
Rob Sight Ford	MO	keith@robsight.com	Bid Notification
ROBERTS AUTO PLAZA, INC.	MO	fleet@robertschevroletbuick.com	Bid Notification
RobertsChevrolet Buick	MO	fleet@robertschevroletbuick.com	Bid Notification
squeaky express car wash and detail	MO	dannydimauro@hotmail.com	Bid Notification
STORCH FORD, INC	MO	STORCHFORD@SBCGLOBAL.NET	Bid Notification
Summit Truck Equipment	MO	dbowe@summitbodies.com	Bid Notification
Truck Component Services	MO	bshockley@larsongroup.net	Bid Notification
Vander Haag's Inc	MO	matts@vanderhaags.com	Bid Notification
Vanguard Truck Center	MO	mark.roman@vanguardtrucks.com	Bid Notification
Westfall GMC Truck	MO	jshull@westfallgmc.com	Bid Notification
Westfall GMC Truck, Inc.	MO	phuff@westfallgmc.com	Bid Notification
Westfall O'Dell Truck Sales	MO	ggates@westfallgmc.com	Bid Notification
Westfall O'Dell Truck Sales	MO	crandall@westfallgmc.com	Bid Notification

BID TABULATION

2016-17 Compact Four-Door, Front-Wheel Drive (FWD)
Sedan Motor Vehicle or Equivalent
Friday, July 29, 2016
10:05 a.m. – Board / Municipal Court Room

Bidder	TOTAL	DELIVERY FEE
2016 Ford Focus SE Joe Machens Ford (Statewide Contract)	\$15,689.00	\$200.00
2016 Ford Focus SE* Shawnee Mission Ford (Metro Bid - Shawnee, KS)	\$15,801.00	None
2016 Ford Focus P3F SE Olathe Ford Sales, Inc. (Metro Bid - Olathe, KS)	\$16,012.00	\$32.00
2016 Ford Focus Dick Smith Ford (Metro Bid - Raytown, MO)	\$16,349.00	\$16.10
2016 Nissan Sentra SV** D-Patrick, Inc. (Sealed Bid – Evansville, IN)	\$17,031.00	Unknown at this time
2016 Dodge Dart Landmark Dodge (Metro Bid - Independence, MO)	\$17,135.00	\$58.75
2016 Chevrolet Cruze Roberts Chevrolet (Metro Bid – Platte City, MO)	Pricing not available at this time	None

(*) Recommended Award of Purchase

(**) Sealed Bid received by mail at 10:30 a.m. on Friday, July 29, 2016

Item No. 11

Type: **COMPACT SEDAN - Vehicle Classification by Volume**
(94.0 cu. ft. minimum) Passenger Volume

Model Year 2016

FEATURE	DESCRIPTION	BIDDER MUST COMPLETE MFG'S CODE &/OR DESCRIPTION	MEETS SPEC	
			Mark Yes or No Yes	No
Compact Sedan	Focus, Cruze, Dart, Corolla or equal	_____	_____	_____
Air Bag	Driver & Passenger Side	_____	_____	_____
Air Conditioning	Factory installed	_____	_____	_____
Alternator	Best grade avail. State amps.	_____	_____	_____
Arm Rests	Left & right side, front	_____	_____	_____
Auxiliary Outlet	12 volt, Factory installed	_____	_____	_____
Battery	Maint. free, state CCA	_____	_____	_____
Body Style	4 door sedan	_____	_____	_____
Brakes	Power	_____	_____	_____
Compact Sedan	_____	_____	_____	_____
Defroster	Rear window, factory installed	_____	_____	_____
Door Locks	Power, all doors, factory installed	_____	_____	_____
Engine	Minimum 4 cylinder, gasoline, state liter & horsepower	_____	_____	_____
Floor Mats	Front and Rear	_____	_____	_____
Mirrors-Inside	Inside: day/night	_____	_____	_____
Mirrors-Outside	Outside: dual remote driver's side	_____	_____	_____
Paint	Mfg. standard - provide color chart	_____	_____	_____
Radio	AM/FM, factory installed	_____	_____	_____
Seats	Cloth, split front or buckets-State	_____	_____	_____
Spare Tire	Standard for model bid	_____	_____	_____
Steering	Power	_____	_____	_____
Steering Wheel	Tilt & Cruise- Factory Installed	_____	_____	_____
Sun Visors	Dual	_____	_____	_____
Suspension	Standard for model bid	_____	_____	_____
Tires	Radial, all season, 4 each	_____	_____	_____
Transmission	Automatic, 4 speed with overdrive	_____	_____	_____
Warranty	Attach all manufacturer standard	_____	_____	_____
Wheels	4 each; alloy	_____	_____	_____
Windows	Power, all windows, factory installed	_____	_____	_____
Wipers	Intermittent	_____	_____	_____

BID PRICING

TOTAL - COMPACT SEDAN - ITEM NO. 11

\$ _____

You must enter pricing in the online bid page

Item No. 11

Type: COMPACT SEDAN (continued)
 (94.0 cu. ft. minimum) Passenger Volume

Model Year 2016

FEATURE	DESCRIPTION	BIDDER MUST COMPLETE	
		MFG'S CODE &/OR DESCRIPTION	PRICE
	<u>OPTIONAL EQUIPMENT</u>		
Alarm System			\$
Alternative Fuel	Examples: Biodiesel, CNG, gasoline, propane		\$
	State gallon equivalent compared to base fuel of this vehicle		\$
			\$
			\$
			\$
	AMOUNT OF TAX CREDIT PROVIDED		\$
Brakes	Anti-Lock Braking System (ABS)		\$
Daytime Running Lights			\$
Diagnostic Software & Cabling			\$
Engine			\$
	Transmission		\$
	ABS Brakes		\$
	Electrical System		\$
Engines	Body Module		\$
			\$
Extended Warranty			\$
			\$
			\$
Floor Mats	Rubber/Vinyl		\$
Heated Mirrors			\$
Light	Auxiliary interior		\$
Key Options	Extra key price		\$
			\$
Manuals	Service manuals		\$
Paint			\$
Rust Proofing	State brand & include warranty		\$
Spare Tire	Full size		\$
Temporary Tag			\$
Trunk Opener	Remote trunk release within driver's reach		\$
	OPTION DELETE FROM STANDARD		
	Door Locks - Power, all doors, factory installed		\$
	Floor Mats - Front & Rear		\$
	OnStar		\$
	Radio		\$
	Windows - Power		\$

2016 Ford Focus

Item 11

Additional Options to Consider

Color Keyed Body Side Moldings \$250

SE Power Seat Package (65C) \$264

- 6-Way Power Cloth w/Manual Lumbar

Reverse Sensing (60R) \$228

09/01/2015

**2016 MY FOCUS
PRICE LIST
(PRICE LEVEL CODE 620)**

PROPRIETARY

*Revised

MODEL	SERIES CODE	BASE VEHICLE PRICE	DEALER INVOICE W/HOLDBACK	SUGGESTED RETAIL
S	P3E	*Sedan S	\$ 16,234	\$ 17,225
SE	P3F	*Sedan SE	17,264	18,515
Titanium	P3J	*Sedan Titanium	21,657	23,225
SE	P3K	*5 Door Hatch SE	17,731	19,015
Titanium	P3N	*5 Door Hatch Titanium	22,124	23,725
Electric	P3R	5 Door Hatch Electric	27,202	29,170
ALL MODELS	—	Destination and Delivery	875	875

TRIM SERIES	ORDER CODE	EQUIPMENT GROUPS	DEALER INVOICE W/HOLDBACK	SUGGESTED RETAIL
S Only	100A	Equipment Group 100A (S Only)	\$ 0	\$ 0
SE Only	200A	Equipment Group 200A (SE Only)	0	0
	201A	Equipment Group 201A (SE Luxury Package)	1,781	1,995
Titanium Only	300A	Equipment Group 300A (Titanium Only)	0	0
Electric Only	500A	Equipment Group 500A (Electric Only)	STD	STD

	OPTION CODE	POWERTRAINS	DEALER INVOICE W/HOLDBACK	SUGGESTED RETAIL
TRANSMISSION	44W	2.0L 6 Speed Automatic (S, SE)	\$ 978	\$ 1,095
	447	1.0L 6 Speed Automatic (SE Only; Only Available with 67E)	978	1,095
	44B	1.0L 6 Speed Manual (SE Only; Not Available with 67E)	N/C	N/C

	OPTION CODE	OTHER OPTIONS	DEALER INVOICE W/HOLDBACK	SUGGESTED RETAIL
AVAILABLE ON ALL MODELS UNLESS OTHERWISE NOTED	43M	*Power Moonroof (SE, Titanium, ST)	\$ 799	\$ 895
	58K	Navigation (Titanium, ST)	710	795
	85C	*Navigation with Sony® audio system & SYNC® 3 Package, including HD radio and Dual-zone Electronic Automatic Temperature Control (SE Only)	1,335	1,495
	PUG	White Platinum Metallic Tricoat Paint (Titanium, Electric)	531	595
	PRR	Ruby Red Metallic Tinted Clearcoat Paint (SE, Titanium, Electric)	353	395
	PZ9	Blue Candy Metallic Tinted Clearcoat Paint (SE, Titanium, Electric)	353	395
	883	Leather Seats with 6-way Driver Power (Electric Only)	888	995
	65H	Titanium 18 inch Wheel Package	558	625
	47W	SE Cold Weather Package	575	645
		Titanium Cold Weather Package	174	195
	60P	Active Park Assist (Titanium Only)	353	395
	60R	Reverse Sensing System (SE Only)	228	255
	584	*SiriusXM® Radio (SE Only)	174	195
	64M	17 inch Black Gloss Aluminum Wheel (VP) (SE Eco Pkg Only)	442	495
	96B	*Cargo Mat (VP) (S, SE, Titanium)	67	75
	90A	Keyless Entry Keypad (VP) (S, SE)	85	95
	47P	Interior Protection Package (VP) (SE)	135	150
	90C	Exterior Protection Package (VP) (S, SE, Titanium, Electric)	218	245
	67S	SE Sport Package (Optional on SE 200A)	978	1,095
	U3S	SE Sport Package Discount (Regional Discount - West Market Only)	(357)	(400)
	46T	Titanium Technology Package	710	795
	99E	1.0L EcoBoost Engine (Stand Alone Option w/ M/T 44B)	442	495
	67E	1.0L EcoBoost App Package (SE Only; Available only with A/T 447)	799	895
65C	SE Power Seat Package	264	295	
66F	Remote Start System (VP) (S, SE)	397	445	
96D	Charge Port Door Graphic (VP) (Electric only)	54	60	
153	Front License Plate Bracket	N/C	N/C	

	OPTION CODE	FLEET OPTIONS	DEALER INVOICE W/HOLDBACK	SUGGESTED RETAIL
AVAILABLE ON ALL MODELS UNLESS OTHERWISE NOTED	41H	Engine Block Heater (S, SE, Titanium, ST)	\$ 30	\$ 35
	942	Daytime Running Lamps (S, SE, Titanium, Electric - Fleet Only)	36	40

09/01/2015

2016 MY FOCUS
PRICE LIST
(PRICE LEVEL CODE 620)

PROPRIETARY

*Revised

	OPTION CODE	FACTORY INVOICED ACCESSORIES	DEALER INVOICE W/HOLDBACK	SUGGESTED RETAIL
AVAILABLE ON ALL MODELS UNLESS OTHERWISE NOTED	76A	Charge Cord Bag (VP) (Electric only)	\$ 59	\$ 65
	76B	Car Cover (VP) (Electric Only)	331	370



CITY OF INDEPENDENCE, MISSOURI NOTICE OF RENEWAL

Vehicles – 2016 Model 251-14-1

Date: October 26, 2015

Phone: 913-248-2287

Vendor: 20954

Shawnee Mission Ford

11501 W Shawnee Missions Parkway

Shawnee Mission, KS 66203

Fax: 913-631-7325

E-Mail: Jay.cooper@shawneemissionford.com

Contact: Jay Cooper

Title: Government Fleet Sales

Price Agreement Period: November 1, 2015 — October 31, 2016

Renewal Options: Final, one-year option.

Status of Certificates: *Please remember to keep your certificates current*

Insurance N/A

Occupation License N/A

Vehicle Item Numbers: 1, 2, 3, 4, 11, 12, 13, 15, 16, 17, 18, 21, 22, 23, 24, 25, 26, 27, 28, 34, 35, 37, 39, 41, 42, 44

Added in 2015: 21-2015, 26-2015, 28-2015

(Vehicles Model Year 2015) Mid-America Council of Public Procurement Joint Bid.

F.O.B.: Independence, Missouri

Detailed Specifications are located at: www.macpp.com

A handwritten signature in cursive script that reads "Tom Conrow".

Tom Conrow, Procurement Specialist, (816) 325-7092

**Russell M. Pankey, Purchasing Manager
Finance Department, Purchasing Division**

Using Departments: All Departments
Cooperative
File

CITY OF PARKVILLE Policy Report

Date: August 2, 2016

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Jay Norco
Contract City Engineer

ISSUE:

Approve a work authorization with Mid-America Pump for the mixer repair at the Wastewater Treatment Facility.

BACKGROUND:

The Wastewater Treatment Facility (WWTF) includes two aeration basins that are used to treat sewage. Oxygen is introduced into the system to encourage the growth of microorganisms and maintain the dissolved oxygen and ammonia levels.

There are three mixers in the two basins. The mixers are suspended by a cable and can be adjusted to circulate the air in the aeration basins. The sewer plant operators monitor the dissolved oxygen and ammonia levels in the system and make modifications as needed to maintain state regulated levels.

During routine maintenance of clearing rags from the impeller of the mixer, the plant operators found that the cable to one of the mixers was rusted. When the cable was used to pull the mixer during maintenance, the cable broke and the mixer was suspended by an electrical cable before it fell approximately 4 feet to the bottom of the basin. As a result, one of the mixers in Basin No. 2 needs to be repaired.

Staff contacted Mid-America Pump to obtain quotes for the repair of the mixer. Mid-America Pump provided an estimate for the repair, as well as an estimate for the full replacement of the mixer. The repair estimate is \$5,933.96 and the replacement is \$16,887.75. In order for them to fully evaluate the equipment, they had to disassemble the mixer. It would be difficult to get additional quotes since the mixer has been taken apart.

BUDGET IMPACT:

The 2016 budget includes \$12,000 in the Building Maintenance and Repair line item of the Sewer Fund. There have been several unbudgeted expenses associated with Building Maintenance so far this year. To date, \$34,915.80 has been spent for items related to the building maintenance. The majority of this expense was related to the repair of the water service line to the sewer plant.

The quote provided by Mid-America Pump for the repair is \$5,933.96. This is an estimate; the contractor will not know the extent of the damage until the equipment can be completely assessed. Freight and installation are included in the quote.

The Clarifier Floor Replacement project was presented with some budget cost savings. The low bidder, Foley Company, provided a project cost of \$32,300, which was \$7,750 under the project budget. Staff recommends using this savings to cover the cost of the mixer repair.

ITEM 4D

For 08-08-16

Board of Aldermen - Finance Committee Meeting

ALTERNATIVES:

1. Approve a work authorization with Mid-America Pump for the mixer repair in an estimated amount of \$5,933.96.
2. Approve a purchase order with Mid-America Pump for the mixer replacement in an estimated amount of \$16,887.75.
3. Provide alternative direction to staff.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the approval of a work authorization with Mid-America Pump for the mixer repair in an estimated amount of \$5,933.96.

POLICY:

Per the Purchasing Policy, Resolution No. 10-02-14, the Finance Committee may authorize purchases up to \$10,000.

SUGGESTED MOTION:

I move to approve a work authorization with Mid-America Pump for the mixer repair at the Wastewater Treatment Facility in the estimated amount of \$5,933.96.

ATTACHMENTS:

1. Photo of Existing Mixer
2. Work Authorization





Work Authorization #3

Date: August 8, 2016
 Issued to: Mid America Pump
 5600 Inland Drive
 Kansas City, KS 66106

Project/Work Description: WWTP
 Title: Repair of Submersible Mixer
 Scope of Work/Purpose: Repair Proposal to Include:
 New Prop, New basic repair kit – bearings, mechanical seals and o-rings,
 New power cable protector, New band-it clamp and clip for the prop seal,
 Labor to inspect- clean up parts, assemble and test, install and test
 MLS and truck charges
 Estimated freight - \$95.00
 Total \$5,933.96

Project Start Date: August 9, 2016
 Estimated Completion Date: August 30, 2016
 Latest Acceptable Date: August 30, 2016
 Estimated Cost: \$5,933.96
 Expenditure Limit: \$5,933.96
 Budget Account Code: 30-501.06-01-00

Acceptance of this work authorization constitutes agreement to perform the work described above in accordance with the City of Parkville Terms and Conditions for maintenance projects.

Name/Title: _____ Signature: _____
 Company: Mid America Pump Date: _____

Authorization

Department Head: _____ Date: _____
 Alysen Abel, Public Works Director

City Administrator (if over \$1,000): _____ Date: _____

Mayor (if over \$2,500): _____ Date: _____
 Nanette K. Johnston

For Internal Staff Use Only

(initial each item and file with executed work authorization)

 x Employment Eligibility Status Verification (if the cost exceeds \$5,000)

 X Certificate of Insurance that demonstrates compliance with the Terms and Conditions

 X Valid business license