



Finance Committee Meeting

August 7, 2017

Administration Conference Room, City Hall

Minutes

1. CALL TO ORDER

Vice Chair Rittman called the meeting to order at 4:30 p.m. A quorum was present.

- **Members Present:** Vice Chair Dave Rittman, Robert Lock and Tina Welch
- **Other Aldermen Present:** Kevin Heaton
- **City Staff Present:** City Administrator Joe Parente, Police Captain Jon Jordan, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky and City Clerk Melissa McChesney

2. FINANCIAL UPDATES

A. City Administrator Approvals

City Administrator Joe Parente discussed the pavement marking low bid which was close to his approval authority maximum of \$10,000. Because the total budget was \$15,000 and change orders for additional work were possible, he recommended that the item be moved to the action agenda for further discussion and action by the Finance Committee.

B. 2nd Quarter 2017 Budget Variance Report

City Administrator Joe Parente stated that the third quarter report would provide a better idea of where the budget will be at the end of the year. He added that staff was beginning the budget process and would work on projections when it was closer to the end of the year.

3. ACTION ITEMS

At the request of City Administrator Joe Parente, Vice Chair Rittman deviated from the order of business to consider approval of an add-on item previously discussed under Financial Updates.

Approve an agreement with K&G Striping, Inc. for the 2017 Pavement Marking Program

Public Works Director Alysén Abel stated that pavement marking was completed annually as part of the street maintenance program and \$15,000 was budgeted in 2017. Three bids were received in July and the low bidder was K&G Striping, Inc. for a total cost of \$9,780. She noted that additional change orders would be executed to do additional work for handicap-accessible parking at the Parkville Nature Sanctuary and other areas around the city.

Robert Lock moved to approve an agreement with K&G Striping for the 2017 Pavement Marking Program in the amount of \$9,780. Tina Welch seconded; motion passed 3-0.

The Committee further discussed handicap-accessible parking in downtown on Main Street.

The Committee returned to the regular order of business on the agenda.

A. Approve the minutes from the July 24, 2017, meeting

Lock moved to approve the July 24, 2017, minutes. Welch seconded; motion passed 3-0.

B. Approve the 2017 property tax levy for Fiscal Year 2018

Finance/Human Resources Director Matthew Chapman said that property tax information was received by Platte County late afternoon on August 4 and in attempt to avoid a special meeting of the Board of Aldermen the information was updated and distributed prior to the meeting. He said that the maximum levy was a combined total of 0.6412 per \$100 assessed valuation for the

general and general temp levies. In prior years the Board of Aldermen voted to keep the general and general temp levies at or near the maximum to pay off debt from the 2006 Certificates of Participation. The estimated revenue increase was approximately \$50,000 for the general levy and \$19,500 for the general temp levy. Chapman added that lowering the levy would require the City to find other revenue sources or reduce expenditures in 2018.

Lock moved to recommend that the Board of Aldermen adopt an ordinance to set the 2017 General Tax Levy at \$.4653 per \$100.00 of assessed valuation and the General-Temp Levy at \$.1759 per \$100.00 of assessed valuation. Welch seconded; motion passed 3-0.

C. Approve the purchase of materials from Pavement Maintenance Supply, Inc. for the 2017 Crack Sealing Program

Public Works Director Alysén Abel stated that since 2010 the City was aggressive to seal cracks and over the past couple of years the edges of the newly milled and overlaid streets were sealed to help extend the life of the roads. Since 2013, to help save money the City had an agreement with the City of Weatherby Lake to rent their crack sealing machine. Abel said that Pavement Maintenance Supply, Inc. was the only supplier in the area and would honor the same prices from 2014. She noted that \$15,000 was budgeted in 2017 and the equipment rental was approximately \$3,000; the remainder would be used for materials.

Lock moved to recommend that the Board of Aldermen approve the purchase order with Pavement Maintenance Supply, Inc. for the purchase of crack sealing material in the amount of \$12,000. Welch seconded; motion passed 3-0.

4. NON-ACTION ITEMS

A. Quarterly Projects Update

City Administrator Joe Parente noted that the City was making good progress on the projects listed in the report.

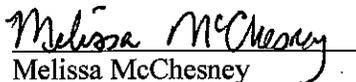
5. UNFINISHED BUSINESS (postponed from prior meetings)

6. OTHER BUSINESS

7. ADJOURNMENT

Lock moved to adjourn the meeting at 4:54 p.m. Welch seconded; motion passed 3-0.

Submitted by:


Melissa McClesney
City Clerk

August 28, 2017
Approval Date