



Finance Committee Meeting
September 12, 2016 – 8:00 a.m.
Executive Chambers – Board Room

Minutes

1. CALL TO ORDER

Chair Sportsman called the meeting to order at 8:06 a.m. A quorum was present.

- **Members Present:** Chair Marc Sportsman, Vice Chair Dave Rittman, Nan Johnston, Diane Driver and Robert Lock
- **City Staff Present:** City Administrator Lauren Palmer, Community Development Director Stephen Lachky, Finance/Human Resources Director Matthew Chapman, Police Chief Kevin L. Chrisman, Assistant to the City Administrator Tim Blakeslee and Community Development Department Assistant Shakedra Knight

2. FINANCIAL UPDATES

3. ACTION ITEMS

A. Approve the minutes from the August 29, 2016, meeting

Driver moved to approve the August 29, 2016, minutes. Rittman seconded; motion passed 5-0.

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

City Administrator Lauren Palmer detailed the rate case intervention with the Public Service Commission on behalf of the Platte County water district. Missouri American Water Company planned to construct a new water treatment plant in 2017. If the consolidated rates were not approved, water rates in Platte County were estimated to jump as much as 50 percent to support costs associated with the new plant. The City of Riverside requested that Parkville handle the motion to intervene on behalf of Platte County customers in the appeal. The City could continue to engage Joe Bednar as special counsel at an hourly rate of \$300.

Driver moved to recommend that the Board of Aldermen 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, subject to the following conditions: costs of the engagement are capped at \$40,000 without prior written authorization from the City of Parkville in accordance with the Purchasing Policy; and the City of Riverside commits to pay Parkville \$10,000 to offset the legal costs. Rittman seconded; motion passed 5-0.

C. Approve an employee recognition gift in accordance with the Miscellaneous Expense Authorization and Reimbursement Policy

City Administrator Lauren Palmer stated that City Treasurer Steve Berg was retiring at the end of September and the policy stated that gifts over \$100 required approval by the Committee. Palmer requested approval for the purchase of a painting for Mr. Berg for his retirement.

Driver moved to approve the employee recognition gift in the amount of \$350, as recommended by staff. Rittman seconded; motion passed 5-0.

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 Director Alysén Abel stated that in fall of 2015 Metro Rolloff Container Services quoted total fees of \$3,400 for services for 2016 Fall Cleanup. Abel stated that the Streets budget included \$13,500 for City cleanup events and the estimated cost of \$2,500 for the 2016 fall cleanup could fluctuate depending on the tonnage received. Abel anticipated that the event would need ten containers at \$300 per unit and she added that Metro Rolloff did not have a business license and that approval would be contingent upon approval of the license.

Driver moved to approve the rental of waste collection containers from Metro Rolloff Container Services, LLC for the 2016 Fall Cleanup Event in an estimated amount of \$3,400, contingent upon the company obtaining a valid Parkville business license. Rittman seconded; motion passed 5-0.

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 Director Alysén Abel stated that a work authorization with Arbor Masters needed approval for hazardous tree removals at 13th and Main streets and at 1206 Main Street. Abel stated that the residents agreed to pay 50 percent of the costs and legal staff drafted an agreement. The impact to the budget was \$1,400, which was the remaining half after payment was received by the residents.

Driver moved to approve Work Authorization No. 2 with Arbor Masters for the removal of two hazardous trees adjacent to 1206 Main Street in the amount of \$2,800, and to approve a tree removal agreement with the homeowners of 1206 Main Street that outlines the obligations regarding the removal of the two hazardous trees. Rittman seconded; motion passed 5-0.

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 Director Alysén Abel stated that a work authorization for 45 Highway pump station reconstruction with North Hills Engineering was needed because the station had a malfunction that caused sewage overflows and needed new mechanical and electrical upgrades. The reconstruction included pumps, base elbows, discharge piping and motor controls replacement.

Driver moved to approve Work Authorization No. 64 with North Hills Engineering for the design and project management of the 45 Hwy pump station reconstruction in the amount of \$6,150. Rittman seconded; motion passed 5-0.

G. Approve two change orders with Full Nelson Plumbing for plumbing work for the English Landing restroom rehabilitation

Public Works Director Alysén Abel stated that approval of a change order was needed for the English Landing Park Restroom rehabilitation project. She noted that Tier 1 of the project included basic restroom maintenance and sidewalk improvements. The contractor, Full Nelson Plumbing, split up the labor and materials costs for the fountain installation on the bid that totaled \$15,840 for both items. Staff believed that the cost was excessive and the element was not critical and could wait until after the November 1 deadline to be completed. Abel noted that a possible donation and other alternatives were being explored in regards to the water fountain installation. She stated that during the initial review regarding the pipe replacement, staff discovered that Wirsbo (PEX) piping was less expensive than PVC and would require less maintenance. The decrease in cost for the change in piping reduced the total bid to \$12,139.

Driver moved to approve Change Order No. 1 and 2 with Full Nelson Plumbing for the plumbing work associated with the English Landing Park Restroom rehabilitation, with a revised contract amount of \$12,139.25. Rittman seconded; motion passed 5-0.

4. NON-ACTION ITEMS

5. OTHER BUSINESS

A. September 26th meeting cancelled

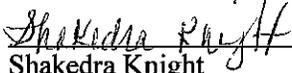
City Administrator Lauren Palmer reminded the Committee that the September 26, 2016, meeting was cancelled.

6. ADJOURNMENT

Driver moved to adjourn the meeting at 8:53 a.m. Rittman seconded; motion passed 5-0.

Chair Sportsman declared the meeting adjourned at 8:53 a.m.

Submitted by:



Shakedra Knight
Community Development
Department Assistant

October 10, 2016
Approval Date