



## **Finance Committee Agenda**

January 12, 2015

12:00 PM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

### **1. Call to Order**

### **2. Financial Updates**

### **3. Action Items**

- A. Approve the minutes from the December 8, 2014 meeting
- B. Approve a lot usage agreement with Damon Pursell Construction for use of a gravel lot at 6105 NW River Park Drive for yard waste and disposal events in 2015 (Administration)
- C. Approve the purchase of up to \$17,500 worth of salt and sand from Dale Brothers, Inc. through spring of 2015 (Public Works)
- D. Approve Work Authorization No. 39 with North Hills Engineering for the 2015 sewer cleaning and CCTV project (Public Works)
- E. Approve Work Authorization No. 40 with North Hills Engineering to integrate the CCTV data (2007-2015) and plan for the 2015 and 2016 sewer repairs (Public Works)
- F. Approve additional services to a contract with Ace Pipe Cleaning for the 2015 sewer line closed circuit television and cleaning project (Public Works)

### **4. Non-Action Items**

- A. City logo shirts for elected officials (Administration)
- B. Update on the sinkhole investigation RFP (Administration)

### **5. Unfinished Business (postponed from prior meetings)**

- A. Miscellaneous Expense Policy (tabled from the December 8, 2014 meeting)

### **6. Other Business**

### **7. Adjourn**



## **Finance Committee Agenda**

January 26, 2015

12:00 PM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the January 12, 2015 meeting
  - B. Approve the renewal of Property & Liability and Worker's Compensation & Employer's Liability coverage with Midwest Public Risk for July 1, 2015 through June 30, 2016 (Administration)
  - C. Approve a cooperative agreement with the Platte County Regional Sewer District for the collection and treatment of sewage and the decommission of the Eastside Pump Station (Public Works)
- 4. Non-Action Items**
  - A. Discuss maintenance commitment for decorative street lighting in downtown Parkville (Administration)
- 5. Unfinished Business (postponed from prior meetings)**
  - A. Miscellaneous Expense Policy (tabled at the December 8, 2014 meeting)
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

February 9, 2015

12:00 PM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

### **1. Call to Order**

### **2. Financial Updates**

### **3. Action Items**

- A. Approve the minutes from the January 26, 2015 meeting
- B. Authorize staff to transfer funds from the Emergency Reserve Fund to the Brink Meyer NID Debt Service Fund sufficient to cover the payment of bond interest due March 1, 2015 (Administration)
- C. Authorize staff to pay off and retire the remaining balance of the 2003 Parkville Sewer System Lease Purchase Loan principal and interest (Administration)
- D. Approve the purchase of two 2015 Ford F-350 4x4 Super Duty Trucks from Thoroughbred Ford for the Streets Division of the Public Works Department (Public Works)
- E. Approve two professional services agreements with George Butler Associates and TranSystems for on-call traffic engineering services (Public Works)
- F. Approve a professional services agreement with Olsson Associates for geotechnical services to investigate the settlement issue in the Riverhills Estates subdivision (Public Works)

### **4. Non-Action Items**

- A. Review the coordination of street and striping maintenance efforts with Platte County Public Works (Public Works)

### **5. Unfinished Business (postponed from prior meetings)**

- A. Miscellaneous Expense Policy (tabled at the December 8, 2014 meeting)

### **6. Other Business**

### **7. Adjourn**



## **Finance Committee Agenda**

March 9, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Consent Items**
  - A. Approve the minutes from the February 9, 2015 meeting
  - B. Approve the Fewson Fund Annual Financial Statement and Report
  - C. Approve the semi-annual report for the second half of 2014 and direct City Administration to publish
- 4. Action Items**
  - A. Approve a policy for miscellaneous staff and elected official expenses (tabled at the December 8, 2014 meeting)
  - B. Approve a contract with McAnany Concrete, LLC for the 2015 concrete curb and sidewalk project (Public Works)
  - C. Approve Work Authorization No. 41 with North Hills Engineering for design and project management for the Sanitary Sewer Repairs Phase 2 Project (Public Works)
  - D. Approve the purchase of three spare pumps for the River Hills Pump Station, Pinecrest Pump Station, and the McAfee Pump Station (Public Works)
  - E. Approve the purchase of two M110 Mission Control Cellular Units from JCI Industries for the South National Pump Station and the River Hills Pump Station (Public Works)
- 5. Non-Action Items**
  - A. Quarterly Projects Update (Administration)
- 6. Unfinished Business (postponed from prior meetings)**
- 7. Other Business**
- 8. Adjourn**



## **Finance Committee Agenda**

March 30, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the March 9, 2015 meeting
  - B. Approve the Fewson Fund proposed investment strategy
  - C. Approve a cooperative agreement with Main Street Parkville Association for decorative street lighting in downtown Parkville (Administration)
  - D. Approve the purchase of a time capsule for placement near the new downtown entryway signage (Administration)
  - E. Approve the purchase of a 2015 Ford Escape SE and accessory equipment from Thoroughbred Ford for the Community Development Department (Community Development)
  - F. Approve a contract with American Sweeping for the 2015 Street Sweeping Program (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

April 13, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the March 30, 2015 meeting
  - B. Approve the selection of Gould Evans of Kansas City to update the zoning code and subdivision regulations in an amount not to exceed \$74,800 (Community Development)
  - C. Approve the purchase of Truck Equipment from Kranz of Kansas City, Inc. for the Street Division of the Public Works Department (Public Works)
  - D. Approve a work authorization with MTS Contracting, Inc. for the restoration of the Gresham Memorial Fountain located at the Train Depot (Public Works)
  - E. Approve a work authorization for the repair of an existing pump at the Pinecrest Pump Station (Public Works)
  - F. Approve the purchase of a new pump from FTC Equipment, LLC at 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**

May 11, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the April 13, 2015 meeting
  - B. Approve Change Order No. 2 with McAnany Concrete for the 2015 Curb and Sidewalk project for the Main Street storm sewer retrofit (Public Works)
  - C. Approve a contract with Metro Asphalt for the 2015 Street Maintenance Program (Public Works)
  - D. Approve Work Authorization No. 48 with North Hills Engineering for the design and inspection of the Pinecrest Pump Station wet well reconstruction (Public Works)
- 4. Non-Action Items**
  - A. Quarterly Projects Update
  - B. Discuss maintenance commitment for decorative street lighting in downtown Parkville
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
  - A. Update on Midwest Public Risk Renewal
- 7. Adjourn**



## **Finance Committee Agenda**

June 8, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the May 11, 2015 meeting
  - B. Approve a professional services agreement with The Novak Consulting Group for facilitation services for a strategic planning process (Administration)
  - C. Approve a professional services agreement with Williams & Campo, P.C. for special legal counsel services for economic development (Administration)
  - D. Approve the rental of equipment from the City of Weatherby Lake and the purchase of materials from Pavement Maintenance Supply, Inc. for the 2015 crack sealing program (Public Works)
  - E. Approve payments for additional traffic services provided by George Butler Associates (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
  - A. FEMA Reimbursement Update (Public Works)
- 7. Adjourn**



## **Finance Committee Agenda**

June 29, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the June 8, 2015 meeting
  - B. Approve the purchase of a new Ford Taurus All Wheel Drive Police Interceptor Sedan vehicle from Joe Machens Ford to be used as a patrol vehicle (Police Department)
  - C. Approve a contract with Insituform Technologies, Inc. for the 2015 Sanitary Sewer Repairs Phase 2 (Public Works)
  - D. Approve a work authorization with Peterson Heating and Cooling, Inc. for the new central air conditioning system at the Parks building (Public Works)
  - E. Approve a maintenance agreement with Blue Valley Public Service Inc. for the outdoor warning sirens (Public Works)
- 4. Non-Action Items**
  - A. Curb crack sealing for new subdivisions (Public Works)
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

July 13, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the June 29, 2015 meeting
  - B. Approve the purchase of a commemorative bronze time capsule plaque from Fond Memories Engraving (Administration)
  - C. Approve a professional services agreement with Williams, Spurgeon, Kuhl & Freshnock for architectural services (Public Works)
  - D. Approve a maintenance agreement with Urban Tree Specialists, LLC for tree trimming on-call services (Public Works)
  - E. Approve a construction agreement with the lowest responsive bidder for the Route 9 Downtown Entryway Beautification Project (Administration)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

July 27, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the July 13, 2015 meeting
  - B. Approve the Semi-Annual Financial Report for the first half of 2015 and direct City Administration to publish (Administration)
  - C. Approve a maintenance agreement with H&H Septic for on-call sewer cleaning and repair services (Public Works)
- 4. Non-Action Items**
  - A. Receive the audit status update for fiscal year 2014 as prepared by Bruce Culley, CPA (Administration)
  - B. 2016 Budget Calendar (Administration)
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

August 10, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the July 27, 2015 meeting
  - B. Receive the audit status update for the City of Parkville for fiscal year 2014 as prepared by Bruce Culley, CPA (Administration)
  - C. Authorize a payment from the Emergency Reserve fund for the Brink Meyer Road Neighborhood Improvement District (Administration)
  - D. Approve a contract with Twin Traffic Marking Corp. for the 2015 Pavement Marking Program (Public Works)
  - E. Approve a work authorization with Omega Door and Hardware for the removal and replacement of the overhead doors at the street maintenance building (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

August 24, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

### **1. Call to Order**

### **2. Financial Updates**

### **3. Action Items**

- A. Approve the minutes from the August 10, 2015 meeting
- B. Approve the 2015 property tax levy for fiscal year 2016 (Administration)
- C. Authorize the City's financial advisor to solicit proposals for underwriter services for refunding Certificates of Participation, Series 2015 (Administration)
- D. Approve a contract with Irvinbilt Constructors, Inc. for Pinecrest Pump Station wet well repairs (Public Works)
- E. Approve the purchase of a Return Activated Sludge pump from FTC Equipment, LLC for the Wastewater Treatment Plant (Public Works)
- F. Approve a work authorization with Four Star Electric, Inc. for the installation of electrical service to the maintenance area in the Parkville Nature Sanctuary (Public Works)
- G. Approve a work authorization with Sur-Gro Plant Food Company for a sprayer and chemicals to treat the weeds in the Platte Landing Park native vegetation area (Public Works)
- H. Approve the purchase of salt and sand from Dale Brothers, Inc. through the spring of 2016 (Public Works)

### **4. Non-Action Items**

- A. Quarterly Projects Update – 3<sup>rd</sup> Quarter 2015

### **5. Unfinished Business (postponed from prior meetings)**

### **6. Other Business**

### **7. Adjourn**



## **Finance Committee Agenda**

September 21, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the August 24, 2015 meeting
  - B. Items related to the Refunding Certificates of Participation, Series 2015 (Administration)
    1. Approve the selection of Commerce Bank for investment banking services
    2. Approve a short-term loan from the Emergency Reserve Fund to reduce the par amount
  - C. Approve the sponsorship of a purchase award for the 2015 Parkville in Art event (Administration)
  - D. Approve the rental of a pump from Thompson Pump & Manufacturing Company, Inc. for the Pinecrest Pump Station Wet Well Repairs project (Public Works)
  - E. Approve the rental of waste collection containers from Metro Rolloff Container Services, LLC for the 2015 Fall Cleanup event (Public Works)
  - F. Request to approve a work authorization with H&H Septic Service, Inc. for the McAfee Pump Station wet well cleaning (Public Works)
- 4. Non-Action Items**
  - A. Review the Parkville Police Community Assistance Fund Policy (Police Department)
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

October 12, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the September 21, 2015, meeting
  - B. Authorize a ballot question to continue collection of the out-of state vehicle administration sales tax and/or approve the adoption of a use tax (Administration)
  - C. Approve a professional services agreement with Toddale, LLC for consulting services to verify that sales taxes paid on motor vehicles were remitted to the correct jurisdiction and if not, prepare claim for same (Administration)
  - D. Approve a construction agreement with the lowest responsive bidder for the Route 9 Downtown Entryway Beautification Project (Administration)
  - E. Approve a change order with Irvinbilt Constructors, Inc. for the Pinecrest Pump Station Wet Well Project for valve pit repairs on Highway 9 (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

October 26, 2016

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the October 12, 2015, meeting
  - B. Approve an auditing services agreement with Cochran Head Vick & Co., P.C. (Administration)
  - C. Approve a work authorization with FTC Equipment, LLC for the repair of the existing Return Activated Sludge (RAS) pump for the Wastewater Treatment Plant (Public Works)
  - D. Approve a work authorization with Sumner Tire to replace the tires on the sludge wagon at the Wastewater Treatment Plant (Public Works)
  - E. Authorize periodic property maintenance code enforcement services by Kelly Yulich (Community Development)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

November 23, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
  - A. Approve the minutes from the October 26, 2015, meeting
  - B. Approve a professional services agreement with Vireo for the 2008 Parkville Parks Plan update (Administration)
  - C. Approve a supplemental construction agreement with Gunter Construction to add the downtown entryway markers to the Route 9 Downtown Entryway Beautification Project (Administration)
  - D. Renew the intergovernmental agreement with the Mid-America Regional Council Solid Waste Management District for the 2016 Regional Household Hazardous Waste Collection Program (Public Works)
  - E. Approve Work Authorization No. 4 with Urban Tree Specialists for tree trimming at English Landing Park (Public Works)
  - F. Approve Change Order No. 2 with Insituform Technologies, Inc. for the 2015 Sanitary Sewer Phase 2 Repairs Program for the Walnut Way storm sewer pipe repair (Public Works)
- 4. Non-Action Items**
  - A. Quarterly Projects Update (Administration)
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



## **Finance Committee Agenda**

December 7, 2015

8:00 AM

Board Conference Room, 1<sup>st</sup> Floor, City Hall

### **1. Call to Order**

### **2. Financial Updates**

### **3. Action Items**

- A. Approve the minutes from the November 23, 2015, meeting
- B. Authorize city staff to issue a Request for Proposals to create a long-range facility maintenance plan for Parkville City Hall (Administration)
- C. Approve a supplemental agreement for 2016 with Alliance Water Resources for the continued management, operation, and maintenance of the City's wastewater treatment and collection system (Public Works)
- D. Approve Work Authorization No. 5 with Urban Tree Specialists for tree removal and pruning in the Sullivan Nature Sanctuary (Public Works)
- E. Authorize staff to negotiate and the Mayor to execute a detention maintenance agreement with QuikTrip for the PAC detention pond (Public Works)

### **4. Non-Action Items**

- A. Process for staff oversight on gas transactions (Public Works)
- B. Parks tree inventory (Public Works)
- C. 2006 Certificates of Participation Refunding update (Administration)
- D. 2015 audit update

### **5. Unfinished Business (postponed from prior meetings)**

### **6. Other Business**

### **7. Adjourn**