



Finance Committee Meeting

April 10, 2017

Administration Conference Room, City Hall

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, Nan Johnston, Diane Driver and Robert Lock
- **Other Aldermen Present:** Tina Welch
- **City Staff Present:** City Administrator Joe Parente, Police Chief Kevin Chrisman, Public Works Director Alysen Abel, Community Development Director Stephen Lachky, Finance/Human Resources Director Matthew Chapman, Assistant to the City Administrator Tim Blakeslee and City Clerk Melissa McChesney
- ~~**Others Present:** Kevin Heaton, Ward 1 aldermen-elect~~

2. FINANCIAL UPDATES

3. ACTION ITEMS

A. Approve the minutes from the March 27, 2017, meeting

Alderman Lock noted that Item F in the minutes had Dave Rittman as the maker of the motion when it should have been himself. The minutes would be updated to reflect the change.

Diane Driver moved to approve the March 27, 2017, minutes as amended. Robert Lock seconded; motion passed 5-0.

B. Approve a work authorization with Embassy Landscape for the Bob Fluchel Memorial Butterfly Garden Project at the Parkville Nature Sanctuary

Assistant to the City Administrator Tim Blakeslee stated that Nature Sanctuary Director Joe Ryan sent quotes to 12 companies and they all came back over budget so the requirements were updated to remove the expensive and labor-intensive projects. Two quotes were received and Embassy Landscape submitted the design that was preferred by Nature Sanctuary Director Joe Ryan and the volunteers. Blakeslee noted that the project was over budget but a donation was received from the Turkey Trot group that would help cover the additional cost.

Driver moved to approve a work authorization with Embassy Landscape for the Bob Fluchel Memorial Butterfly Garden Project at the Parkville Nature Sanctuary in the amount of \$4,841.45. Lock seconded; motion passed 5-0.

C. Approve a construction agreement with Terry Snelling Construction for the 2017 Curb and Sidewalk Program

Public Works Director Alysen Abel provided an overview of items C, D and E and noted that each was budgeted annually. The streets were rated on a scale of one to 10 with 10 needing full reconstruction. Abel said that the Board of Aldermen approved a lease purchase with Bank Liberty in February for additional street maintenance funds because the City was behind, but also to take advantage of low interest rates and economies of scale of a larger project. Staff developed a five year long-range plan to create a snapshot of the streets.

The Curb and Sidewalk Program included a budget of approximately \$211,000 and work would take place in the areas where mill and overlay was planned. A bid opening was held in March and eight responses were received. Abel noted that in an effort to lock in the price staff created a typical scenario and the goal was 5,000 lineal feet in 2017. Since the bids came in lower than

anticipated a change order could be approved to use the remaining funds for more projects. The consensus of the Committee was for staff to determine how the additional funds would be used.

Driver moved to recommend the Board of Aldermen approve the construction agreement with Terry Snelling Construction for the 2017 Curb and Sidewalk Program in the amount of \$142,414.50. Nan Johnston seconded; motion passed 5-0.

D. Approve a construction agreement with J.M. Fahey Construction Co. for the 2017 Mill and Overlay Program

Public Works Director Alysén Abel stated that a bid opening was held on March 29 and five responses were received. Approximately \$888,000 was budgeted for 2017 which included microsurfacing, mill and overlay. The bids came in lower than expected and staff wanted to lock in the bid amount and issue a change order for the remaining funds for additional projects.

Driver moved to recommend the Board of Aldermen approve the construction agreement with J.M. Fahey Construction Co. for the 2017 Mill and Overlay Program in the amount of \$698,767. Johnston seconded; motion passed 5-0.

E. Approve a construction agreement with Vance Brothers, Inc. for the 2017 Microsurfacing Program

Public Works Director Alysén Abel stated that a bid opening was held on March 29 and two responses were received. Microsurfacing would be completed in the Bluffs subdivision. Abel noted that the prices were the same from both bidders and staff recommended Vance Brothers because they completed microsurfacing work on Main Street in 2016 and they were familiar with City staff and Parkville.

Driver moved to recommend the Board of Aldermen approve the construction agreement with Vance Brothers for the 2017 Microsurfacing Program in the amount of \$44,987.50. Johnston seconded; motion passed 5-0.

F. Approve the purchase of truck equipment from Kranz of Kansas City, Inc. for the new Public Works truck

Public Works Director Alysén Abel said that the Board of Aldermen approved the purchase of a truck in February that needed to be equipped with a salt spreader, snow plow and associated equipment. Two bids were received in March. The low bidder was within budget and the total of the truck and equipment was approximately \$53,000.

Driver moved to recommend the Board of Aldermen approve the purchase of truck equipment from Kranz of Kansas City, Inc. for the new Public Works truck in the amount of \$25,295. Johnston seconded; motion passed 5-0.

G. Approve the purchase of a skid steer and milling attachment from Victor L. Phillips for the Public Works Department

Public Works Director Alysén Abel said that staff had a skid steer that was used daily for a variety of maintenance and projects that was purchased in 2011. Due to the high demand for the equipment, staff budgeted for the purchase of a new one in the 2017 Capital Improvement Program. She noted that the original plan was to auction the existing skid steer when the new one was purchased but staff recommended keeping both. Two responses were received during the bid opening in March and the low bidder was within the budgeted amount. Abel said that staff felt that keeping the existing equipment would provide more value to the City than the revenue from the auction and savings in other areas would help cover the loss of revenue.

Driver moved to recommend the Board of Aldermen approve the purchase of the skid steer and milling attachment from Victor L. Phillips in the amount of \$66,270. Johnston seconded; motion passed 5-0.

4. NON-ACTION ITEMS

5. UNFINISHED BUSINESS

6. OTHER BUSINESS

The Committee discussed the traffic flow on Main Street in downtown Parkville and recommended moving the crosswalk, located between Finders Keepers and Stone Canyon, north out of the traffic flow from First Street to FF Highway. A concern was that the location would impede the loading zone in front of Pocket Park. Staff would work on determining the best location of the crosswalk.

Alderman-elect Kevin Heaton discussed the sidewalks and the agreement with the Parkville Old Towne Market Community Improvement District (POTMCID), noting that the issue needed to be addressed because the sidewalks and lights were in disrepair. TranSystems recommended a reasonable timeframe of 20 years for the POTMCID to cover the additional tariff for the decorative lights. Abel noted that the typical life of a Kansas City Power and Light decorative street light was 20 to 30 years.

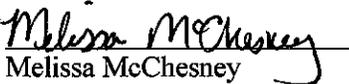
Alderman Welch discussed the issue of security cameras on Main Street and in the parks and said she had spoken with staff about possible locations. Staff would look into the costs and determine the best placement of security cameras.

Police Chief Kevin Chrisman talked about the Platte Landing Park boat ramp and said that closing or blocking it off was not allowed. Midwest Public Risk had some ideas about posting signs at the ramp.

7. ADJOURNMENT

Chair Sportsman adjourned the meeting at 8:57 a.m.

Submitted by:


Melissa McChesney
City Clerk

April 24, 2017
Approval Date