



**Finance Committee Meeting  
July 24, 2017**

Administration Conference Room, City Hall

**Minutes**

**1. CALL TO ORDER**

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

- **Members Present:** Chair Marc Sportsman, Vice Chair Dave Rittman, Nan Johnston, Robert Lock and Tina Welch (*arrived at 4:35 p.m.*)
- **Other Aldermen Present:** Kevin Heaton and Brian T. Whitley (*arrived at 4:35 p.m.*)
- **City Staff Present:** City Administrator Joe Parente, Police Chief Kevin Chrisman, Public Works Director Alysen Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky, Assistant to the City Administrator Tim Blakeslee and Community Development Department Assistant Shakedra Knight

**2. FINANCIAL UPDATES**

**A. City Administrator Approvals**

City Administrator Joe Parente said that he approved an on-call contract agreement for emergency heating and cooling services with Lippert Mechanical in the annual amount of \$3,461.37.

**3. ACTION ITEMS**

**A. Approve the minutes from the July 10, 2017, meeting**

**Robert Lock moved to approve the July 10, 2017, minutes. Nan Johnston seconded; motion passed 4-0.**

**B. Approve a professional services agreement with George Butler Associates for the consulting engineering services associated with the Route 9 improvements from Route 45 to Clark Avenue**

Public Works Director Alysen Abel provided a brief background on the selection and services of consulting engineering firm, George Butler Associates (GBA). Abel addressed previous concerns with right-of-way acquisition and the original scope provided by GBA.

The City's legal counsel, Williams & Campo, had right-of-way acquisition listed as an additional service in the City's contract. Staff recommended contracting with counsel for the service based on the existing contractual relationship.

Based on discussion among the Finance Committee at its July 10 meeting, staff requested that GBA revise its scope. Abel presented two design fee options. The first option provided a design cost of \$197,267 which included design, landscape architecture, and geotechnical services from Route 45 to Clark Avenue. The second option was for an expanded project from Route 45 to Lakeview Drive estimated at \$385,081.

Abel stated there was not any funding for the expanded project to Lakeview Drive and additional revenue from the 9 Highway Corridor Community Improvement District (CID) would be needed to cover added expenses.

Discussion focused on the budget and how to proceed with the project.

Chairman Sportsman stated he was not comfortable asking for a vote; therefore, no motion was made. The consensus of the Finance Committee was to provide additional information to the Board of Aldermen for further discussion that included CID revenue projections, the 2018

budget, how the larger scale helps chances with the cost share program and feedback from Bank Liberty and the Missouri Department of Transportation.

**4. NON-ACTION ITEMS**

**5. UNFINISHED BUSINESS (postponed from prior meetings)**

**6. OTHER BUSINESS**

**A. Undercharged Sewer Accounts**

Finance/Human Resources Director Matthew Chapman stated that 100 commercial and residential sewer accounts were only billed the base rate for service and did not include the additional consumption charges. He said that the uncollected amount was approximately \$20,500. Staff and legal counsel recommended going back one year to collect delinquent funds from the sewer customers.

The Committee requested the information be presented to the Board of Aldermen prior to any action.

**7. ADJOURNMENT**

Chair Sportsman adjourned the meeting at 5:46 p.m.

Submitted by:

S Knight  
Shakedra Knight  
Community Development Department Assistant

August 7, 2017  
Approval Date