



**Finance Committee Meeting
September 11, 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, Nanette K. Johnston, Robert Lock and Tina Welch
- **Other Aldermen Present:** Kevin Heaton
- **City Staff Present:** City Administrator Joe Parente, Police Chief Kevin Chrisman, Finance/Human Resources Director Matthew Chapman, Public Works Director Alysén Able, Community Development Director Stephen Lachky and Community Development Assistant Shakedra Knight

2. FINANCIAL UPDATES

A. City Administrator Approvals

City Administrator Joe Parente provided an overview of the storm pipe and sewer repairs that were approved within his approval authority.

3. ACTION ITEMS

A. Approve the minutes from the August 28, 2017, meeting

Robert Lock moved to approve the August 28, 2017, minutes. Tina Welch seconded; motion passed 4-0.

B. Approve a funding agreement with CBC Real Estate Apex Plaza development

City Administrator Joe Parente stated that the CBC economic development project would provide funds for analysis consulting services and explained that to accurately calculate the economic impact of the development and review the developer's public incentive request, staff requested that the City's financial advisor complete a fiscal impact analysis and an internal rate of return analysis.

Lock moved to recommend that the Board of Aldermen authorize the Mayor to execute a funding agreement with CBC Real Estate APEX Plaza. Welch seconded; motion passed 4-0.

C. Approve an agreement with Springsted Inc. to complete an Internal Rate of Return Analysis and a Fiscal Impact Analysis for the CBC Real Estate Apex Plaza development

City Administrator Joe Parente stated that in relation to Item 3B, Springsted Incorporated specialized in economic development and the Board of Aldermen had approved professional services agreement with the firm in the past following the qualification-based selection process.

Lock moved to recommend that the Board of Aldermen authorize the Mayor to execute an agreement with Springsted Incorporated to complete an Internal Rate of Return Analysis and a Fiscal Impact Analysis for the CBC Real Estate Apex Plaza development subject to the receipt of funds per the associated funding agreement. Welch seconded; motion passed 4-0.

D. Approve an agreement with Fry & Associates for the construction of the Riverview Shelter in Platte Landing Park

Public Works Director Alysén Abel stated that the City was awarded a \$25,000 grant by Friends of Parkville Parks in September 2016 with two parts that included \$15,000 for construction of a

new shelter and \$10,000 for the construction of Friends Field. The City was awarded an additional \$15,900 through a Platte County Outreach Grant in March 2017. The bid included a base bid for the construction and a bid alternative for the concrete building pad. Five contractors responded and the low bidder was Fry & Associates with a base bid of \$34,647. Abel noted that the concrete pad would be completed separately. She also noted the budget shortfall for the shelter construction was \$3,747 and savings from the capital outlay project could be used to cover the difference. The Community Land and Recreation Board would review the construction agreement at its September 14, 2017, meeting.

Lock moved to recommend that the Board of Aldermen approve the construction agreement with Fry & Associates for the Riverview Shelter in Platte Landing Park in the amount of \$34,647. Welch seconded; motion passed 4-0.

4. NON-ACTION ITEMS

A. Cameras in the Parks

Police Chief Kevin Chrisman provided an update on his research for cameras in the parks. He found a trail camera that took still pictures of license plates and had been reviewing the manual. Chief Chrisman explained the camera had 720 high definition monochrome resolution with day and night imaging and needed to be 24-36" high to capture or it would lose some of its angle. He said the camera had good performance for the costs and was willing to try it out. Chief also said that the Missouri Department of Conservation reported no other counties that they contacted had surveillance on boat ramps. He added that Captain Jon Jordan was working with the Department of Homeland Security on drills.

The Committee discussed less expensive alternatives. City Administrator Joe Parente said Midwest Public Risk needed to be contacted regarding installing a camera. Chrisman said he would strategize with Alderman Welch to find an appropriate camera model.

5. UNFINISHED BUSINESS (postponed from prior meetings)

6. OTHER BUSINESS

Mayor Johnston announced that Parkville Economic Development Council Executive Director Mike Kellam resigned.

7. ADJOURNMENT

Vice Chair Rittman adjourned the meeting at 5:16 p.m.

Submitted by:


Shakedra Knight

Community Development Department Assistant

September 25, 2017
Approval Date