

Mayor Nanette K. Johnston opened the work session at 5:35 p.m. on November 6, 2018, at City Hall located at 8880 Clark Avenue, Parkville. In attendance were aldermen Greg Plumb, Douglas Wylie, Brian Whitley, Philip Wassmer, Tina Welch, Dave Rittman and Marc Sportsman.

The following staff was also present:
Joe Parente, City Administrator
Kevin Chrisman, Police Chief
Matthew Chapman, Finance/Human Resources Director
Alysen Abel, Public Works Director
Stephen Lachky, Community Development Director
Melissa McChesney, City Clerk
Anna Mitchell, Assistant to the City Administrator
Chris Williams, City Attorney

1. GENERAL AGENDA

A. 2019 City of Parkville Operating and Capital Budget

Assistant to the City Administrator Anna Mitchell provided an overview of the General Fund Capital Improvement Program (CIP) projects; presentation attached as Exhibit A. Discussion focused on the LED light conversion; Mitchell said the project would be completed in early 2019 because the rebate with Kansas City Power and Light would expire in March. Mitchell added that the list of projects was updated since the October 16 work session, including moving the sewer/stormwater evaluation and repair to the Transportation Fund CIP in 2020 and the Parkville Master Plan update to 2020.

City Administrator Joe Parente provided an overview of the Transportation Fund budget, noting that the street program would be maintained at a higher level and the debt service payments for the 2017 enhanced street maintenance program would continue to be paid through 2023. The City would spend more money in the next four years because of the debt service payments and the additional funding would go in the street maintenance program. He added that if it became an issue, funding could be taken from other CIP projects.

Public Works Director Alysen Abel provided an overview of the Transportation Fund CIP, noting that the striping and crack sealing budgets would be dialed back in 2019 because some of the work could be done in-house. She provided an overview of the work completed for street maintenance in 2018 and reviewed the City's street rating process. She also summarized the budget and grant funding for the Route 9 improvements.

Parente said that updates made to the General Fund since the October 16 work session, including the 9.9 percent increase to the health insurance premiums and the removal of some CIP projects, helped reduce the General Fund budget.

The work session ended at 6:52 p.m.

The work session minutes for November 6, 2018, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the twentieth day of November 2018.

Submitted by:


City Clerk Melissa McChesney



City of Parkville 2019 Budget

Second Budget Work Session

November 6th, 2018

1

Second Budget Work Session Topics

- General Fund Capital Improvement Program
- Transportation Fund
- General Fund Follow-Up
- Review of Future Work Session Topics

2

2018 CIP Review

Division	# of Projects	# Started	# Complete (year-end)	% Started	% Complete (year-end)	Carryover to 2019
Admin	7	6	6	86%	86%	1
CD	2	2	2	100%	100%	0
Parks	2	1	1	50%	50%	1
Police	3	3	3	100%	100%	0
Public Works	2	1	1	50%	50%	1
Sewer	8	4	7	50%	88%	1
Transportation	8	6	6	75%	75%	2
2018 TOTAL	32	23	26	72%	81%	6
2017 TOTAL	40	36	30	90%	75%	8

3

Six-Year CIP

	2019	2020	2021	2022	2023	2024
Admin/IT	101,835	162,310	93,059	57,564	39,782	6,000
Com Dev		75,000	105,000			
Parks	112,000	40,000	45,612			
Police	41,226	44,569	65,460	66,370	67,297	48,243
PW	22,041	102,041	22,041	48,041	22,041	22,041
Sewer	377,400	369,100	334,300	338,300	1,625,700	264,000
Streets	2,463,788	2,551,920	620,670	582,950	438,250	597,570
TOTAL	3,118,290	3,344,940	1,286,142	1,093,225	2,193,070	937,854

4

General Fund CIP

Dept.	2017 Actual	2018 Budgeted	2018 Projected	2019 Budget
Admin	45,526	64,285	64,000	95,835
Police	46,912	53,884	45,000	41,226
PW	69,275	17,157	13,500	22,041
Comm. Dev.	14,838	13,000	10,850	
Parks	43,025	34,000	214,500	112,000
IT	6,333	16,000	16,418	6,000
Total	225,908	198,326	364,268	277,102

5

2019 General Fund CIP

Department	Project	GF Impact
Administration	LED Lighting Conversion	\$20,000
IT	Computer Equipment Replacement Cycle (25%)	\$6,000
Administration	Routine building maintenance for City Hall per reserve study (carpet, tile replacement)	\$62,735
Administration	Building safety upgrades phase three	\$13,100
Police	Replace police patrol vehicle and equipment	\$41,226
Public Works	6 th and Park Parking Lot Lease/Purchase	\$22,041
Parks	Equipment Replacement	\$22,000
Parks	ELP Low Water Crossing – Local Cost Share	\$90,000
	Total:	\$277,102

6

2020-2024 Project Schedule: Highlights

2020	2021	2022	2023	2024
Dog Park Shade Structure	City Hall Security System Upgrades	City Hall Security System Upgrades	Facility Reservation Management Software	
PD In-car video system upgrades	Court Software Update	Thousand Oaks Tornado Siren		
Hawver Gulch Watershed Study	Board Room Broadcasting Equipment			
	Hwy 45 Corridor Plan Improvements			
	Parks Tractor			

7

2019 Transportation Fund

8

Transportation Fund Revenues

	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Parkville Special Road District	140,072	142,874	142,874	145,674
City Transportation Sales Tax	467,233	462,000	485,128	490,135
Motor Fuel Tax	150,020	145,000	145,000	150,000
County Transportation Sales Tax	211,237	230,000	231,017	233,157
Project Cost Share	2,642	5,304		
Leased Properties	5,880		5,880	
Bond Proceeds	2,353,700			
Total	3,324,904	985,178	1,039,899	1,022,366

9

Transportation Fund Expenses

	2017 Actual	2018 Budget	2018 Projected	2019 Budget
Streets - Capital	1,327,584	390,000	687,832	1,363,788
Streets - Operating	374,476	402,000	380,650	402,000
Transfers (including debt service)	272,701	415,465	415,465	400,375
Total	1,974,762	1,207,465	1,483,947	2,166,163

10

Transportation Fund Forecast

Transportation Fund (40)
Last Updated 10/30/18

	2017	2018	2018	2018	2019	2020	2021	2022	2023
	Actual	Budget	YTD	Projected	Budget	Projected	Projected	Projected	Projected
Beginning Fund Balance	\$ 287,412	1,637,554	1,637,554	1,637,554	\$ 1,193,506	\$ 49,709	\$ (112,116)	\$ (259,028)	\$ (398,390)
Revenues									
Parkville Special Road District	140,072	142,874	141,814	142,874	\$ 145,674	\$ 147,859	\$ 150,077	\$ 152,328	\$ 154,613
City Transportation Sales Tax	467,233	462,000	412,754	485,128	\$ 490,135	\$ 497,487	\$ 504,949	\$ 512,524	\$ 520,211
Motor Fuel Tax	150,020	145,000	123,773	145,000	\$ 150,000	\$ 152,250	\$ 154,534	\$ 156,852	\$ 159,205
County Transportation Sales Tax	211,237	230,000	231,017	231,017	\$ 233,157	\$ 236,654	\$ 240,204	\$ 243,807	\$ 247,464
Project Cost Share	2,642	5,304	-	30,000	\$ 3,400	\$ 5,304	\$ 5,304	\$ 5,304	\$ 5,304
Sale of Equipment	-	-	-	-	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ 7,500
Transportation Grants									
Bond Proceeds	2,353,700	-	-	-	\$ -	\$ -	\$ -	\$ -	\$ -
MPR Safety Funds									
Leased Properties			5,880	5,880					
Transportation Fund Revenues:	3,324,904	985,178	915,238	1,039,899	1,022,366	1,039,554	1,062,568	1,078,315	1,094,297
Total Sources:	3,612,316	2,622,732	2,552,792	2,677,453	2,215,872	1,089,264	950,453	819,287	695,907
Expenditures									
Streets - Capital	1,327,584	390,000	639,159	687,832	1,363,788	393,000	395,000	397,000	397,000
Streets - Operating	374,476	402,000	320,061	380,650	402,000	408,030	414,150	420,363	426,668
Transfers (including debt service)	272,701	415,465	346,221	415,465	400,375	400,350	400,330	400,314	185,000
Transportation Fund Expenditures:	1,974,762	1,207,465	1,305,441	1,483,947	2,166,163	1,201,380	1,209,481	1,217,677	1,008,668
Estimated Ending Balance (deficit):	1,637,554	1,415,267	1,247,351	1,193,506	49,709	(112,116)	(259,028)	(398,390)	(312,761)
Estimated Deficit		(222,287)			(178,009)				
<i>(Revenues vs. Expenditures - Excluding Route 9 Funding)</i>									
Annual Debt Service		215,465			215,375				

11

2019 Transportation Fund CIP

Fund	Project	Budget
Transportation	Dump Truck	\$ 63,000
Transportation	Snow Box Attachment	\$ 5,000
Transportation	Equipment Trailer	\$ 10,000
Transportation	Crack Sealing	\$ 10,000
Transportation	Asphalt Mill & Overlay	\$ 250,000
Transportation	Street Striping	\$ 10,000
Transportation	Curb and Sidewalk Repair	\$ 50,000
Transportation	Route 9 Corridor – Route 45 to Lakeview	\$ 965,788
1% Hwy 9 CID Tax	Route 9 Phases 1&2	\$ 1,100,000
	Total	\$ 2,463,788

12

Annual Street Maintenance Program

	Asphalt Overlay	Curbs and Sidewalk	Crack Seal	Pavement Marking	Total Street Maintenance
2017 Program	\$770,000	\$280,000	\$10,000	\$13,150	\$1,073,150
	5.6 Miles	9,450 LF	varies	varies	
2018 Program	\$250,000	\$50,000	\$15,000	\$15,000	\$330,000
	1.4 Miles	1,500 LF	varies	varies	
2019 Program	\$250,000	\$50,000	\$10,000	\$10,000	\$320,000
	1.4 Miles	1,500 LF	varies	varies	
2020 to 2022	\$250,000	\$50,000	\$10,000	\$10,000	\$320,000
	1.4 Miles	1,500 LF	varies	varies	
2023 Program (debt paid off)	\$300,000	\$50,000	\$15,000	\$15,000	\$380,000
	1.8 Miles	1,500 LF	varies	varies	

13

2018 Mill & Overlay Program

- Asphalt Mill and Overlay
 - 2 miles of Streets
 - 1 Cul-de-sac (Foxhill)
 - 24,424 sq. yd. of Milling
 - 3,168 tons of Asphalt Overlay
- Full Depth Asphalt Patching
 - 477 sq. yd. at 8" depth (Jones Meyer Road)

14

2018 Curb & Sidewalk Program

- Concrete Curb & Sidewalk
 - 315 sq. ft. Concrete Sidewalk
 - 2,537 sq. ft. Brick Sidewalk
 - 2,480 ft. Concrete Curb Repair
- Additional Concrete Work
 - Steps, Sidewalk & Wall Replacement (Pocket Park)
 - ADA Sidewalk Replacement (City Hall)

15

Parkville Street Ratings

- Parkville
 - The rating system ranges from 1 (newly constructed streets) to 10 (streets needing total repair).
 - Visual inspection of streets.
 - Performed by the Public Works Director and Director of Operations.
 - Review overall quality and cracking patterns
 - Past street maintenance and knowledge of the subgrade condition.
 - Rating discussed and mutually agreed upon.
 - Goal of 3.0 or better

16

Street Ratings

Rating	Description
1	Newly constructed
2	Slight imperfections
3	Some deterioration; minor maintenance
4	Noticeable deterioration; mill and overlay needed
5	Considerable cracking, potholes, fatigue
6	Serious deficiency; edge milling and overlay needed
7	Severe deficiency; various repairs needed
8	Major failure; some good street is left within a total replacement street
9	Nearly total replacement required; limited salvage
10	Total replacement is required

17

Street Maintenance Conditions

Rating	2014	2015	2016	2017	2018
	# of Streets	# of Streets	# of Streets	# of Streets	# of Streets
10	5	5	2	1	3
6	1	1	2	1	2
5	7	16	15	1	1
4.5	0	14	7	3	0
4	27	5	4	4	6
3.5	1	3	14	13	14
3	22	33	27	22	23
2.5	19	20	38	34	14
2	89	79	63	54	39
1.5	32	30	36	77	86
1	6	4	2	10	7

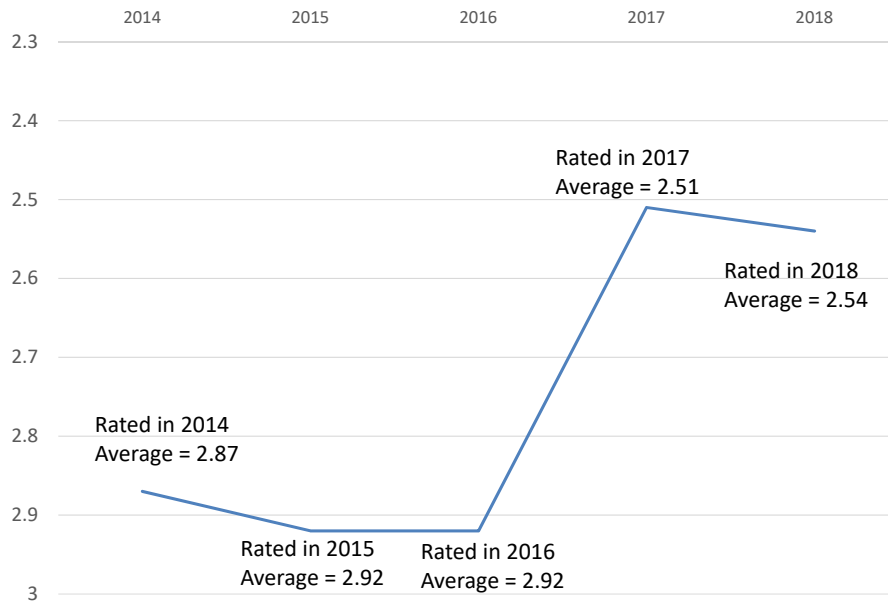
18

Street Maintenance Conditions Streets Rated 3.5 and Worse

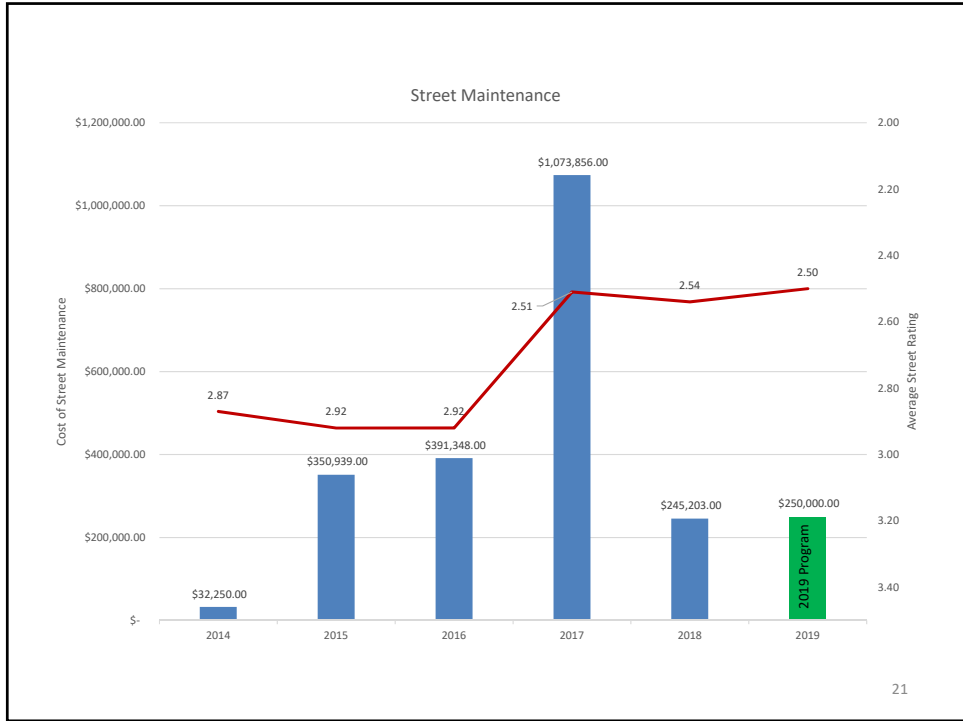
	Linear Feet	# of Streets	Percent above 3.5
2014	61,404	41	29.20%
2015	53,404	44	25.33%
2016	69,846	44	33.13%
2017	43,842	23	20.39%
2018	45,639	26	20.99%

19

Overall Average Street Rating



20



6-year Program

- 2019 Street Maintenance – \$250,000
 - Lakeview Dr (Woodhaven to Spinnaker)
 - Spruce Court
 - White Oak Court
 - Redbud Court
 - 1st Street (Main to East)
 - Busch Drive
 - McAfee Drive
 - Train Depot Parking Lot
 - Lewis Street (63rd to Clark)
 - Clark Avenue (Lewis to Hwy 9)

6-year Program

- 2020 Street Maintenance – \$250,000
 - Shoreline Drive
 - Westlake Drive
 - Edgewater Drive
 - Community Center Drive
 - Lewis Street (Hwy 45 to 63rd Street)
 - 63rd Street (Hwy 9 to Bell Road)
 - Jefferson Avenue
 - White Alloe Way

23

6-year Program

- 2021 Street Maintenance – \$250,000
 - South National Drive (Hwy 45 to Limestone)
 - Mashie Court
 - Vardon
 - Brassie Lane
 - Magnolia
 - Limestone Road

24

6-year Program

- 2022 Street Maintenance – \$250,000
 - 3rd Street (East to Main)
 - 4th Street (West of Main)
 - 5th Street (East to Main)
 - 7th Street (East to Main)
 - 8th Street (West of Main)
 - 4th Street (East to Main)
 - Summer Street
 - 2nd Street (West of Main)
 - Whitetail Way
 - 66th Street

25

6-year Program

- 2023 Street Maintenance – \$300,000
 - 11th Street, 12th Street & 13th Street (Main to Walnut)
 - 13th Street (West of Walnut)
 - Walnut Street
 - Hamilton
 - Park Street
 - 5th Street & 7th Street (Main to Park)
 - Spinnaker
 - Hickory
 - Willow
 - Cedar
 - Walnut Way

26

6-year Program

- 2024 Street Maintenance – \$300,000
 - Riss Lake Drive (Spinnaker to Hwy 45)
 - River Hills Place
 - River Hills Circle
 - River Hills Court
 - Riverview Point
 - High Hill Road
 - River Hills Drive

27

Route 9 Phase 3 to Lakeview Current Estimate

Current Construction Cost Estimate - (includes 10% contingency)	\$3,484,000
Estimated Design Costs	\$ 513,265
Total Estimated Project Cost:	\$3,996,365
State and Federal Grant Funds Available	\$2,699,500
Route 9 CID Funds (financed)	\$ 313,000
Route 9 CID Funds (to be financed)	\$ 983,865
Total Revenues:	\$3,996,365

28

Follow-Up from 1st Work Session

- Employee Health Benefits – Lines adjusted to reflect a 9.9% increase
- CIP General Fund Projects – Storm Water moved to Transportation CIP. Master Plan update moved to 2020 CIP budget.

29

General Fund Expenses

	2018 Budget	2018 Projected	2019 Budget 1 st work session	2019 Budget revised
Administration	1,148,856	1,097,686	1,219,342	1,207,514
Police	1,285,992	1,221,855	1,412,653	1,382,068
Municipal Court	153,194	148,648	161,350	160,342
Public Works	241,219	238,089	248,513	246,742
Community Development	306,861	299,609	310,567	307,720
Streets	427,946	427,186	451,845	446,847
Parks	377,184	351,466	381,074	380,221
Nature Sanctuary	44,138	42,082	55,276	55,276
Information Technology	49,551	42,822	48,128	48,128
Public Information	15,510	14,960	18,510	18,510
Capital Outlay (CIP)	198,326	198,326	464,954	277,102
Transfers	317,500	317,500	317,500	317,500
Total	\$ 4,566,277	\$ 4,400,230	\$ 5,089,712	\$ 4,847,971

30

Need Direction

- CIP
 - Is this the right mix of projects?
 - Are priorities missing?
 - Funding level? Relies on projected budget savings. Scale back?
- Additional information needed for 3rd work session.

31

Next Steps

- ~~October 16 – Revenue Projections, General Fund, Debt Service~~
- ~~November 6 – CIP, Transportation Fund, miscellaneous follow-up~~
- November 20 – Sewer Fund, miscellaneous follow up, summary review
- December 4 – Adoption – 1st Reading
- December 18 – Adoption – 2nd Reading

32