



**Finance Committee Meeting**  
**April 9, 2018**  
Administration Conference Room, City Hall

**Minutes**

**1. CALL TO ORDER**

Chair Sportsman called the meeting to order at 4:33 p.m. A quorum was present.

- **Members Present:** Chair Marc Sportsman, Vice Chair Dave Rittman, Nan Johnston, Robert Lock and Tina Welch
- **Other Aldermen Present:** Philip Wassmer
- **City Staff Present:** City Administrator Joe Parente, Police Chief Kevin Chrisman, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky, Assistant to the City Administrator Anna Mitchell and City Clerk Melissa McChesney

**2. FINANCIAL UPDATES**

**A. City Administrator Approvals**

City Administrator Joe Parente provided an overview of a purchase approved within his authority.

**3. ACTION ITEMS**

**A. Approve the minutes from the March 26, 2018, meeting**

Dave Rittman moved to approve the March 26, 2018, minutes. Tina Welch seconded; motion passed 5-0.

**B. Approve a construction agreement with USA Concrete for the 2018 Curb and Sidewalk Program**

Public Works Director Alysén Abel stated that \$50,000 was earmarked in the 2018 street maintenance program for curbs and sidewalks to replace approximately 3,000 feet. A request for bids was released and nine responses were received. Abel noted that the City had prior experience with Paul McAnany. The contract was based on unit prices at \$27.00 per lineal foot. The unit price to replace the sidewalk for the downtown streetlight project was not included in the contract.

Discussion focused on the contractor that would work on the sidewalks in downtown Parkville. Abel stated that Metro Asphalt submitted a bid for the project, along with a bid for the mill and overlay project. Staff would request a change order with Metro Asphalt for the work if they would honor the unit price in their bid.

**Rittman moved to recommend that the Board of Aldermen approve a construction agreement with USA Concrete for the 2018 Curb and Sidewalk Program in the amount of \$62,100. Welch seconded; motion passed 5-0.**

**C. Approve a construction agreement with Metro Asphalt for the 2018 Mill and Overlay Program**

Public Works Director Alysén Abel said that a request for bids was released and eight bids were received. Metro Asphalt did work for the City on the 2016 mill and overlay program. She added that the project was below budget. The additional \$30,000 for the downtown streetlight project would come from the 2018 mill and overlay program budget.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Metro Asphalt for the 2018 Mill and Overlay Program in the amount of \$238,727.50. Welch seconded; motion passed 5-0.

**D. Approve Work Authorization No. 97 with North Hills Engineering for the storm sewer system evaluation**

Public Works Director Alysén Abel stated that the work authorization was a continuation from the work session held by the Board of Aldermen on March 6, 2018. The project was similar to the sanitary sewer closed circuit television project and the lines would be televised and cleaned annually. The data would be evaluated under Work Authorization No. 97.

Rittman moved to recommend that the Board of Aldermen approve Work Authorization No. 97 with North Hills Engineering for the storm sewer system evaluation in the amount of \$23,475. Welch seconded; motion passed 5-0.

**4. NON-ACTION ITEMS**

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

**6. OTHER BUSINESS**

City Administrator Joe Parente said that construction on the downtown streetlight project would begin the following week. Staff was going to meet with the contractor and downtown business owners to discuss the project. On April 16, 2018, the electrical contractor would restore the brick around the lights and another contractor would fix the areas outside of the area around the lights.

**7. ADJOURNMENT**

Chair Sportsman adjourned the meeting at 4:55 p.m.

Submitted by:

  
Melissa McChesney  
City Clerk

May 7, 2018  
Approval Date