Parkville Missouri

Finance Committee Meeting
Monday, June 7, 2021 3:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Sportsman called the meeting to order at 3:33 p.m. A quorum was present via video conference.

Members Present: Chair Marc Sportsman, Vice Chair Dave Rittman, Nan Johnston, Tina Welch and Robert Lock

City Staff Present: City Administrator Joe Parente, Police Captain Jon Jordan, Public Works Director Alysen Abel, Finance/Human Resources Director Matthew Chapman, Public Works Project Manager Chris Ashley, Assistant to the City Administrator Jeffery Rhodes and City Clerk Melissa McChesney

2. Financial Updates

A. 1st Quarter 2021 Budget Variance Report

City Administrator Joe Parente provided an overview of the first quarter 2021 budget variance report.

B. American Rescue Plan Act Fiscal Recovery Funds

City Administrator Joe Parente presented an overview of the American Rescue Plan Act funds that would be available to the City; presentation attached as Exhibit A.

3. Action Items

A. Approve the minutes for the May 24, 2021, meeting

Dave Rittman moved to approve the minutes for the May 24, 2021, meeting. Tina Welch seconded; motion passed 5-0.

B. Approve the 2021 Parkville Economic Development Council investment renewal and public services agreement

Chair Sportsman recommended that the Finance Committee not take action on the agreement and requested an executive session be scheduled prior to the Board of Aldermen meeting on June 15.

No action was taken.

C. Approve a three-year lease extension agreement with the Parkville Economic Development Council for office space at City Hall

Chair Sportsman recommended that the Finance Committee not take action on the agreement and requested an executive session be scheduled prior to the Board of Aldermen meeting on June 15.

No action was taken.

D. **<u>Approve a construction agreement with Infrastructure Solutions for the 2021 Sanitary Sewer Repairs program</u>**

Public Works Director Alysen Abel stated that North Hills Engineering compiled information to help staff prioritize repairs to the sanitary sewer system. A bid opening was held on June 2 and six bids were received. The low bid was over the engineer's estimate by approximately 25 percent. Abel said she anticipated a payment from Ervin Cable to cover the cost of repairing the sanitary sewer line they bored through on 6th Street in the amount of $14,000 that would help cover a portion of he overage. She reviewed the 2021 Sewer Capital Improvement Program and also recommended deferral of the two clarifier projects to 2022 to help cover the additional cost. There were also savings from other projects that were completed.

Abel said that staff had a meeting with Missouri American Water to discuss their water projects in downtown Parkville. At Main Street and 7th Street, Kissick Construction would be replacing the water line that was located close to the sewer line and instead of doing the projects separately she said there would be savings of $50,000 to have Kissick work on the sanitary sewer repairs at the same time. She recommended approval of the contract with Infrastructure Solutions and staff would work out the details for the change order for the work at Main and 7th prior to approval by the Board of Aldermen.

Discussion focused on the change order, the low bid and changes that would affect the lowest bid. The consensus of the Finance Committee was for staff to confirm with the city attorney that an agreement could be approved knowing that a portion of the project would be removed to be contracted with another bidder for a lower cost, thereby changing the low bidder.

No action was taken.

E. **<u>Approve a construction agreement with Smico Contracting Group for the FF Hwy Pump Station reconstruction project</u>**

Public Works Director Alysen Abel said that the FF Highway Pump Station needed to be reconstructed and North Hills engineering helped with the new design. The low bid was approximately 12 percent over the engineer's estimate due to increased costs for materials. As mentioned in the previous item, there were savings in other projects that could be used to cover the overage.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Smico Contracting Group for the FF Highway Pump Station reconstruction in the amount of $144,495. Welch seconded; motion passed 5-0.

F. **<u>Approve a purchase order with Fry & Associates for playground equipment in English Landing Park and Watkins Park</u>**

Public Works Director Alysen Abel stated that playground equipment in English Landing Park would be repurposed in Watkins Park and new equipment would replace the equipment being moved. In addition, other playground equipment would be purchased for Watkins Park per the master plan.

The consensus of the Finance Committee was for staff to provide pictures of the equipment to the Community Land and Recreation Board and the Board of Aldermen, to include quotes from other vendors to compare prices and to determine the estimated delivery time when purchased from Fry & Associates.

No action was taken.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

7. Adjourn

Chair Sportsman adjourned the meeting at 4:57 p.m.

Submitted by:

Melissa McChesney
Melissa McChesney
City Clerk

July 12, 2021
Approval Date