

1. GENERAL AGENDA

Mayor Nanette K. Johnston opened the work session at 5:40 p.m. on October 25, 2021, at City Hall, 8880 Clark Avenue, Parkville, Missouri. In attendance were aldermen Tina Welch, Philip Wassmer, Dave Rittman, Brian T. Whitley, Robert Lock, Douglas Wylie, Marc Sportsman and Greg Plumb.

The following staff was also present:

Joe Parente, City Administrator

Kevin Chrisman, Police Chief

Alysen Abel, Public Works Director

Stephen Lachky, Community Development Director

Matthew Chapman, Finance/Human Resources Director

Jeffery Rhodes, Assistant to the City Administrator

A. 2022 City of Parkville Operating and Capital Budget

Public Works Director Alysen Abel provided an overview of the 2021 Capital Improvement Program (CIP) and 2022 proposed CIP; presentation attached as Exhibit A. Discussion focused on improvements to Bell Road and a study that would address both short- and long-term improvements, funding an entry sign in western Parkville and who was responsible for funding the installation of tornado sirens.

Abel spoke about the Parks Sales Tax Fund and discussion focused on the timing of hiring a parks director, fixing the farmers market structure and electric car charging stations.

She presented an overview of the Transportation fund that included the proposed street maintenance budget, street ratings and funding that was allocated annually. She also discussed eligible projects for use of the American Rescue Plan Act funds.

Further discussion focused on options for the sewer plant and the train depot.

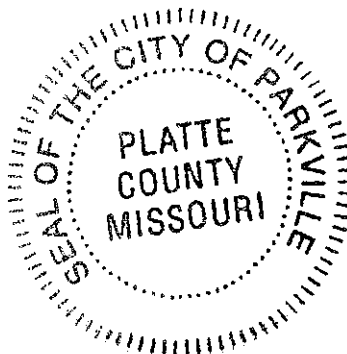
2. ADJOURN

The work session ended at 8:15 p.m.

The work session minutes for October 25, 2021, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the second day of November 2021.

Submitted by:

Melissa McClesney
City Clerk Melissa McClesney



City of Parkville 2022 Budget

Second Budget Work Session

October 25, 2021



Second Budget Work Session Topics

- 2022 General Capital Improvement Program
- Park Sales Tax Fund
- Projects Fund
- Transportation Fund
- ARPA Fund
- Outline of Key Decisions for 2nd Work Session
- Review of Future Work Session Topics



2022 Capital Outlay Projects 5 Year CIP



2021 CIP Progress Review

Division	# of Projects	# Started	# Complete (year-end)	% Started	% Complete (year-end)	Carryover to 2022
Admin/Court	5	4	4	80%	80%	1
CD	2	1	1	50%	50%	1
Parks	9	7	3	78%	33%	5
Police	4	3	3	75%	75%	1
Public Works	2	1	1	50%	50%	1
Streets	1	0	0	0%	0%	1
Sewer	9	7	7	78%	78%	2
Transportation	5	2	2	40%	40%	2
2021 TOTAL	37	25	21	68%	57%	14



Five-Year Overall CIP

	2022	2023	2024	2025	2026
Admin/IT	36,924	109,924	74,642	7,000	7,000
Com Dev	10,000	-	-	-	-
Police	86,370	96,776	48,221	49,186	50,169
PW	58,041	602,041	22,041	22,041	22,041
Streets	-	238,000	150,000	150,000	-
Sewer	511,500	481,700	1,188,000	1,230,300	266,000
Transportation	390,000	600,000	446,000	606,000	452,000
Parks Sales Tax	2,869,500	407,000	182,000	132,000	7,000
Projects Fund	90,000	-	-	330,000	-
TOTAL	\$4,059,335	\$2,542,441	\$2,117,902	\$2,526,527	\$804,210



General Fund CIP

Dept.	2019 Actual	2020 Actual	2021 Budget	2021 Projected	2022 Budgeted
Admin	92,145	51,986	46,000	46,000	36,924
Police	68,487	49,066	115,934	105,934	86,370
Court	-	-	19,000	3,000	-
PW	22,041	22,041	32,041	22,041	58,041
Comm. Dev.	-	118,916	70,000	39,528	10,000
Parks	522,445	-	-	-	-
PIO	-	21,736	-	-	-
IT	5,182	5,948	6,000	6,146	7,000
Streets	-	96,857	35,000	-	-
Total	\$ 710,300	\$ 366,550	\$ 323,975	\$ 222,650	\$ 198,335



2022 General Fund CIP

Department	Project	GF Impact
Admin/IT	Security System Upgrade	11,041
Admin/IT	City Hall Building Repairs	25,883
IT	Computer Equipment Replacement Cycle	7,000
Police	Patrol Vehicle	42,130
Police	Replacement Batteries/Radio	20,000
Police	In-Car Video System	4,240
Police	Holding Cell Plumbing	10,000
Police	Police Substation Concept Plan	10,000



2022 General Fund CIP (cont.)

Department	Project	GF Impact
CD	Bell Road PSP Plan	10,000
Public Works	6 th and Park Parking Lot Lease/Purchase	22,041
Public Works	Entryway Monument Planning	10,000
Public Works	Thousand Oaks Tornado Siren	26,000
	Total:	\$198,335



2022-2026 CIP Project Highlights:

2022	2023	2024	2025	2026
Entryway Monument Concept Plan	Noise Reduction Railroad Crossing Zones	WWTP Facility Upgrades	WWTP Facility Upgrades	Ongoing Street Infrastructure Management
City Hall Security System Upgrades	City Hall Security System Upgrades	Facility Reservation Management Software	Ongoing Street Infrastructure Management	Ongoing Sewer Infrastructure Management
Police Substation Design	Police Substation Design	Police Substation Construction	Ongoing Sewer Infrastructure Management	



Park Sales Tax Fund 2022 Budget and Revenues



FY 2022 Parks Sales Tax Budget

Account	Budget
Projected Beginning Fund Balance	449,160
½ Cent Sales Tax	624,778
Loan Proceeds – Fewson Fund and Bank Financing	1,900,000
Platte County Outreach Grant – PLP Youth Sports Multi-purpose Fields	1,000,000
Total Parks Sales Tax Revenue	4,013,938
Expenditures	
Engineering and Planning Fees	20,000
Capital Outlay (Projects)	3,884,500
Transfers (to GF for Project Management)	42,436
Total Parks Sales Tax Budget	3,946,936
Ending Fund Balance	67,002



2022 Parks Sales Tax Projects

Project	Fund Impact
PLP Youth Sports Multi-purpose Fields	3,500,000
Busch Drive Improvements	72,000
Watkins Park Phase II	20,000
Watkins Park Streambank Stabilization	42,000
Wetland Educational Area	15,000
JD 6-Series Tractor Lease	6,000
Zero Turn Mower	18,500
Entry Signs for PLP/ELP	100,000
Bike Equipment	5,000
ELP Brush Clearing along Route 9	15,000
Southern Platte Pass Trail Maintenance	70,000
Electrical Upgrades ELP	20,000
Estimated Project Total	\$3,884,500



Capital Projects Fund



Projects Fund

Fund	Revenue	Amount
Capital Project Fund	Carryover Funds from Financing and Grants for Route 9 (remaining Funds)	TBD
Capital Project Fund	Engineering – next phase (ARPA Budget)	100,000
	Total:	TBD
Fund	Expenditure	Amount
Capital Project Fund	Remaining Construction, Engineering and Inspection	TBD
Capital Project Fund	Engineering for next phase of Route 9	100,000
	Total:	TBD



Transportation Fund



Transportation Fund Revenues

	2020 Actual	2021 Budget	2021 Projected	2022 Budget
Parkville Special Road District	160,066	163,200	165,036	168,336
City Transportation Sales Tax	442,418	490,501	494,988	504,887
Motor Fuel Tax	139,486	150,365	147,129	174,189
County Transportation Sales Tax	193,260	225,000	223,255	228,375
Project Cost Share	7,550	5,225	16,425	-
Capital Contributions	11,970	26,914	12,487	32,586
Grants	7,881	13,000	1,292	-
Transfers	4,100	100,000	-	-
Total	1,038,881	1,161,205	1,060,611	1,113,598



Transportation Fund Forecast

Transportation Fund (40)

Last Updated 10/11/2021

	2019	2020	2021	2021	2021	2022	2023	2024	2025	2026
	Actual	Actual	Budget	YTD	Projected	Budget	Projected	Projected	Projected	Projected
<i>Beginning Fund Balance</i>	1,135,326	115,528	\$ 96,882	\$ 96,882	\$ 96,882	\$ 15,166	\$ (147,498)	\$ (62,848)	\$ 53,830	\$ 203,017
Revenues										
Parkville Special Road District	159,097	160,066	\$ 163,200	\$ 165,036	\$ 165,036	\$ 168,336	\$ 170,861	\$ 173,424	\$ 176,026	\$ 178,666
Lease Proceeds	-	79,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Transportation Sales Tax	490,501	442,418	\$ 490,501	\$ 377,809	\$ 494,988	\$ 504,887	\$ 512,461	\$ 520,147	\$ 527,950	\$ 535,869
Motor Fuel Tax	150,365	139,486	\$ 150,365	\$ 110,347	\$ 147,129	\$ 174,189	\$ 198,369	\$ 222,913	\$ 247,825	\$ 273,110
County Transportation Sales Tax	229,619	193,260	\$ 225,000	\$ 111,627	\$ 223,255	\$ 228,375	\$ 231,801	\$ 235,278	\$ 238,807	\$ 242,389
Market Place TIF	7,550	11,970	\$ -	\$ -	\$ 9,643	\$ 9,836	\$ 10,033	\$ 10,233	\$ 10,438	\$ 10,647
Project Cost Share	-	-	\$ 5,225	\$ 16,425	\$ 16,425	\$ 5,225	\$ 5,225	\$ 5,225	\$ 5,225	\$ 5,225
Sale of Equipment	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Capital Cost Payment	-	-	\$ 26,914	\$ -	\$ 2,844	\$ 22,750	\$ 23,091	\$ 23,438	\$ 23,789	\$ 24,146
Leased Properties	-	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grants	7,881	-	-	1,292	1,292	-	-	-	-	-
Transfers from Other Funds	4,100	100,000	-	-	-	-	-	-	-	-
Transportation Fund Revenues:	1,037,133	1,038,881	1,161,205	782,536	1,060,611	1,113,598	1,159,341	1,198,158	1,237,559	1,277,552
Total Sources:	2,172,459	1,154,409	1,258,087	879,418	1,157,493	1,128,764	1,011,842	1,135,311	1,291,389	1,480,568
Expenditures										
Streets - Capital	335,684	454,856	\$ 325,000	\$ 287,068	\$ 307,455	\$ 395,000	\$ 397,000	\$ 397,000	\$ 397,000	\$ 397,000
Streets - Operating	434,463	429,609	\$ 446,000	\$ 307,116	\$ 422,500	\$ 473,500	\$ 452,690	\$ 459,480	\$ 466,373	\$ 473,368
Transfers (including debt service)	1,286,784	182,361	\$ 402,372	\$ 358,622	\$ 412,372	\$ 407,762	\$ 225,000	\$ 225,000	\$ 225,000	\$ 225,000
Transportation Fund Expenditures:	2,056,931	1,066,826	1,173,372	952,806	1,142,327	1,276,262	1,074,690	1,081,480	1,088,373	1,095,368
Estimated Ending Balance (deficit) :	115,528	87,583	84,715	(73,388)	15,166	(147,498)	(62,848)	53,830	203,017	385,200



Transportation Fund Expenses

	2020 Actual	2021 Budget	2021 Projected	2022 Budget
Streets - Capital	454,856	325,000	307,455	395,000
Streets - Operating	429,609	446,000	422,500	473,500
Transfers (including debt service)	182,361	402,372	412,372	407,762
Total	1,066,826	1,173,372	1,142,327	1,276,262



Transportation Fund CIP

Fund	Project	GF Impact
Transportation	Crack Sealing	10,000
Transportation	Asphalt Mill & Overlay	250,000
Transportation	Street Striping	15,000
Transportation	Curb and Sidewalk Repair	50,000
Transportation	Truck Replacement	70,000
	Total:	395,000

Fund	Project	GF Impact
Transportation	Backhoe – Deferred until 2023	\$120,000
	Total:	\$120,000



Annual Street Maintenance Program

	Asphalt Overlay	Curbs and Sidewalk	Crack Seal	Pavement Marking	Total Street Maintenance
2017 Project	\$770,000	\$280,000	\$10,000	\$13,150	\$1,073,150
	5.6 Miles	9,450 LF	varies	varies	
2018 Project	\$250,000	\$50,000	\$15,000	\$15,000	\$330,000
	1.4 Miles	1,500 LF	varies	varies	
2019 to 2022	\$250,000	\$50,000	\$10,000	\$10,000	\$320,000
	1.4 Miles	1,500 LF	varies	varies	
2023 (debt paid off)	\$300,000	\$50,000	\$15,000	\$15,000	\$380,000
	1.4 Miles	3,200 LF	varies	varies	



2022 Street Maint. Program

- Asphalt Mill and Overlay
 - Spinnaker Pointe
 - Walnut, Cedar, Hickory, Willow
 - Claret
 - Royal Court and Colonial
- Concrete Curb & Sidewalk
 - 1,650 feet of Concrete Curb Repair



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



Street Rating Point System

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



Street Maintenance Conditions

Rating	2015 # Streets	2016 # Streets	2017 # Streets	2018 # Streets	2019 # Streets	2020 # Streets	2021 # Streets
10	5	2	2	2	4	3	2
8	1	1	1	1	1	1	0
7	0	0	0	0	0	0	1
6	1	2	2	1	1	1	1
5	16	15	15	1	0	0	0
4.5	14	7	7	2	0	2	4
4	5	4	4	4	6	7	7
3.5	3	14	14	13	14	11	10
3	32	26	26	21	24	27	30
2.5	20	38	38	34	37	34	27
2	79	63	63	53	39	35	46
1.5	30	36	36	77	86	94	85
1	4	2	12	12	12	21	46

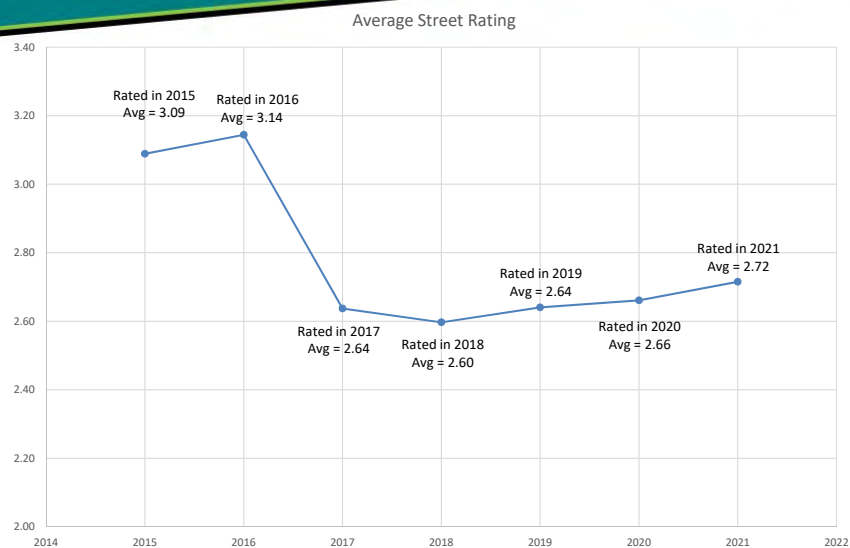


Streets 3.5 and Worse

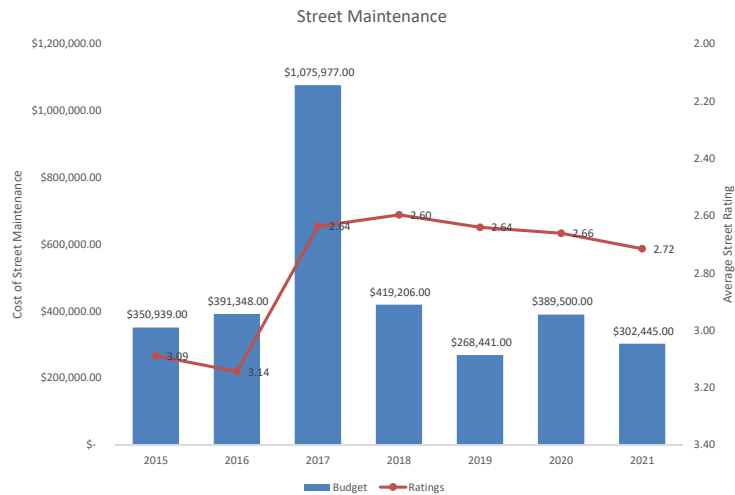
	Linear Feet	# of Streets	Percent above 3.5
2015	56,429	45	26.97%
2016	73,792	45	34.95%
2017	52,050	45	23.17%
2018	46,877	24	20.82%
2019	47,195	25	20.62%
2020	46,534	26	20.33%
2021	62,397	27	27.26%



Overall Average Street Rating



Overall Avg. Street Rating



Six Year Program Plan

- 2022 Street Maintenance – \$250,000
 - Spinnaker Pointe
 - Walnut, Cedar, Hickory, Willow
 - Claret
 - Royal Court and Colonial



Six Year Program Plan

- 2023 Street Maintenance – \$300,000
 - South National Drive (Hwy 45 to Limestone)



Six Year Program Plan

- 2024 Street Maintenance – \$250,000
 - Parkville Commons
 - Lewis Street (63rd to Clark)
 - Clark Avenue (Lewis to Hwy 9)
 - Community Center Drive
 - Lewis Street (Hwy 45 to 63rd Street)
 - 63rd Street (Hwy 9 to Bell Road)
 - Jefferson Avenue
 - White Alloe Way



Six Year Program Plan

- 2025 Street Maintenance – \$250,000
 - 2nd Street, 4th Street & 8th Street (West of Main)
 - 3rd Street, 4th Street, 5th Street & 7th Street (East to Main)
 - Summer Street
 - 11th Street, 12th Street & 13th Street (Main to Walnut)
 - 13th Street (West of Walnut)
 - Walnut Street
 - Park Street
 - 5th Street & 7th Street (Main to Park)



Six Year Program Plan

- 2026 Street Maintenance – \$300,000
 - Micro surface Downtown Streets
 - Thousand Oaks Subdivision
 - Whitetail Way
 - 66th Street



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.



ARPA

2021 and 2022 Allocation (Eligible Projects under Revenue Loss Criteria):

Revenue Reduction Formula Calculation for 2020:	\$275,444
Current Estimate for 2021	\$590,419
Total:	\$865,863

Proposed Use of Funds for FY 2021

Pay-go Projects under the Public Sector Revenue Loss Formula:

❖ FY 2021 Route 9 6 th Street Project - \$75,000	
❖ FY 2021 Transportation Fund Annual Street Program - \$200,000	
Total:	\$275,000

Proposed Use of Funds for FY 2022

Pay-go Projects under the Public Sector Revenue Loss Formula:

❖ FY 2021 Route 9 6 th Street Project - \$325,000	
❖ Route 9 Engineering – Phase 3 - \$100,000	
Total:	\$425,000

Remaining Funds for FY 2023-24	Total: \$745,188
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Next Steps

- ~~October 19 – Revenue Projections, General Fund, Debt Service, Minor Funds~~
- ~~October 25 – CIP, Parks Sales Tax Fund, Transportation Fund, ARPA Fund, miscellaneous follow-up~~
- November 2 – Sewer Fund, miscellaneous follow-up
- November 16 – Summary review of final budget and miscellaneous follow-up
- December 7 – Adoption – 1st Reading
- December 21 – Adoption – 2nd Reading

