



Finance Committee Meeting
Monday, October 11, 2021 3:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Sportsman called the meeting to order at 3:35 p.m. A quorum was present.

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

City Staff Present: Police Chief Kevin Chrisman, Police Captain Jon Jordan, Public Works Director Alysén 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. City Administrator Approvals

Public Works Director Alysén Abel provided an overview of purchases approved within the city administrator's approval authority.

3. Action Items

A. Approve the minutes for the September 27, 2021, meeting

Robert Lock moved to approve the minutes for the September 27, 2021, meeting. Nan Johnston seconded; motion passed 3-0-1 (Rittman abstained).

B. Approve a purchase order with Dale Brothers for salt and sand material for the 2021-2022 winter season

Public Works Director Alysén Abel provided information on items B and C, noting that staff received quotes for two winter mixes - salt and sand and straight salt. The 2021 budget included an additional \$10,000 as a cushion just in case there was a harsh winter.

Abel said that the City approved the same cooperative agreement with the Mid-America Regional Council in 2020 for straight salt. She noted that having two vendors would help with the reserves to ensure there would be enough materials for the winter season.

Lock moved to recommend that the Board of Aldermen approve a purchase order with Dale Brothers for salt and sand material through May 2, 2022, subject to annual appropriations. Dave Rittman seconded; motion passed 4-0.

C. Approve a purchase order with Central Salt through the Mid-America Regional Council Kansas City Regional Purchasing Cooperative for straight salt for the 2021-2022 winter season

Rittman moved to recommend that the Board of Aldermen approve a purchase order with Central Salt for the purchase of straight salt at a unit price of \$71.02 per ton. Lock seconded; motion passed 4-0.

D. Approve an agreement with Embassy Landscape for the landscape and hardscape design and construction of the Busch Drive improvements

Public Works Director Alysén Abel stated that at the direction of the Board of Aldermen, staff received a quote for the design and construction of landscaping and hardscaping for the project in lieu of having City crews portions of the work. Staff was in the process of obtaining quotes from boring companies to bore under Busch Drive to get water and electricity for the fountain which would be an additional cost.

Discussion focused on the total cost of all the improvements and the cost of real stone compared to veneer.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Embassy Landscape for the landscape and hardscape portions of the Busch Drive improvements in the amount of \$83,791. Lock seconded; motion passed 4-0.

4. Non-Action Items

Vice Chair Rittman discussed the downtown restroom project and the options for the City-owned vacant lot on which the Parkville Old Towne Market Community Improvement District was interested in placing the restroom. Discussion focused on funding, the cost to build the restroom, use of the vacant land and the next steps. Public Works Director Alysén Abel said that staff could set up a meeting with interested parties to determine the next steps. She also noted that staff could look into applying for a Platte County Outreach Grant to help fund the project.

The Committee discussed the proposed ordinance for Police Department salaries and the cost of setting the Officer I salary at a minimum of \$50,000, which Finance/Human Resources Director Matthew Chapman said would be at the 100th percentile of the peer cities. The Committee requested that staff put together a chart for the October 19 Board of Aldermen meeting showing the Police Chief's recommended salary ranges, the 70th percentile salary ranges and the 2021 approved salary ranges.

5. Unfinished Business (postponed from prior meetings)

6. Other Business

7. Adjourn

Chair Sportsman adjourned the meeting at 5:02 p.m.

Submitted by:


Melissa McChesney
City Clerk

November 8, 2021
Approval Date