Parkville Missouri

Finance Committee Meeting
Monday, April 11, 2022 3:00 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Sportsman called the meeting to order at 3:03 p.m. A quorum was present.

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

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

2. Financial Updates

A. 4th Quarter 2021 Budget Variance Report

City Administrator Alexa Barton stated that the report was presented at the March 25 meeting and was updated to match the numbers in the semi-annual financial report in Item 3B.

3. Action Items

A. Approve the minutes from the March 28, 2022, meeting

Dave Rittman moved to approve the minutes from the March 28, 2022, meeting. Robert Lock seconded; motion passed 4-0.

B. Approve the semi-annual financial report for the second half of 2021 and direct City Administration to publish

Finance/Human Resources Director Matthew Chapman stated that the semi-annual financial report summarized the revenue and expenses for a six-month period and included numbers expected to be credited and charged for 2021. He noted a detailed version would be posted to the City's website.

Discussion focused on the budget for professional services in 2022 and the revenue from the first half compared to the second half, options for the Municipal Court and options for the sewer plant.

Rittman moved to recommend that the Board of Aldermen approve the semi-annual financial report for the second half of 2021 and direct City Administration to publish. Lock seconded; motion passed 4-0.

C. **Approve a construction agreement with Asphaltic Surfaces for the 2022 Mill and Overlay Program**

Public Works Director Alysen Abel said that staff rated the streets annually and she provided an overview of the streets planned for the 2022 program. She noted that there was a development agreement for Creekside Industrial to repave Ensign Drive with their $10,000 contribution. The bid included the ability to use price indexing and five years of experience for the contractors and seven responses were received. Abel said that Asphaltic Surfaces reached out to staff because they did not meet the experience requirement. An addendum was issued that stated that in lieu of the experience requirement, the contractor had to provide references for projects similar in scale. She noted that staff felt comfortable with recommending Asphaltic Surfaces for the project.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Asphaltic Surfaces for the 2022 Mill & Overlay Program in the amount of $196,525. Lock seconded; motion passed 4-0.

D. **Approve a construction agreement with Terry Snelling Construction for the 2022 Curb & Sidewalk Program**

Public Works Director Alysen Abel stated that the program was completed annually with the intention of replacing 1,600-1,800 feet of curb each year within the $50,000 budget. Six responses to the bid opening were received and the low bid was over budget. Abel noted that extra money from the mill and overlay program could be used to fund the overage or staff could dial back the amount of curb that was repaired. Staff recommended completing the entire project.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Terry Snelling Construction for the 2022 Curb & Sidewalk Program in the amount of $57,740. Lock seconded; motion passed 4-0.

E. **Approve Change Order No. 1 with SGI Construction for the Pocket Park Phase 2 Improvements**

Public Works Director Alysen Abel stated that an agreement was approved in September 2021 to reconstruct the south stairs and move the Grigsby statue in Pocket Park. Due to the coordination around events and working with adjacent property owners, the proposed change order removed the relocation of the statue because additional design was needed to create a flat foundation for the statue. Due to increased costs for materials, scheduled delays from the City and the need to repair the stairs to address safety concerns, the change order was for an increase of $14,187 without moving the statue. Abel noted that even with the price increase, the total cost was lower than the next low bid.

Robert Lock left the meeting at 3:53 p.m.

Discussion focused on keeping the relocation of the statue with the project or moving forward with only the reconstruction of the south stairs. The Finance Committee encouraged staff that the project was a top priority.

Rittman moved to recommend that the Board of Aldermen approve Change Order No. 1 with SGI for the Pocket Park Phase 2 Improvements in the amount of $14,187. Tina Welch seconded; motion passed 3-0.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

Vice Chair Rittman asked that staff consider including an increase in the level of retirement for the proposed 2023 budget.

7. Adjourn

Chair Sportsman adjourned the meeting at 4:19 p.m.

Submitted by:

Melissa McChesney
Melissa McChesney
City Clerk

May 3, 2022
Approval Date