



Finance Committee Meeting
Monday, August 22, 2022 4:00 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Plumb called the meeting to order at 4:01 p.m. A quorum was present.

Members Present: Chair Greg Plumb (*via videoconference*), Vice Chair Douglas Wylie, Dean Katerndahl, Philip Wassmer and Bob Bennett

City Staff Present: City Administrator Alexa Barton, Police Chief Kevin Chrisman, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky (*via videoconference*), Parks & Recreation Director Brittanie Propes, Public Works Project Manager Chris Ashley (*via videoconference*), Assistant to the City Administrator Jeffery Rhodes and City Clerk Melissa McChesney

2. Financial Updates

A. City Administrator Approvals

City Administrator Alexa Barton provided an overview of the approvals within her authority.

3. Action Items

A. Approve the minutes for the August 8, 2022, regular meeting

Phillip Wassmer joined the meeting after it had begun, but his name was not listed as an attendee in the roll call section of the draft minutes. City Clerk Melissa McChesney said the minutes were revised to reflect the change.

Douglas Wylie moved to approve the minutes for the August 8, 2022, regular meeting, as amended to include Philip Wassmer under roll call Bob Bennett seconded; motion passed 5-0.

B. Approve the semi-annual financial report for the first half of 2022 and direct City Administration to publish

City Administrator Alexa Barton stated that the semi-annual financial report was required by state statutes and showed the financials for the first half of 2022.

Wylie moved to recommend that the Board of Aldermen approve the semi-annual financial report for the first half of 2022 and direct City Administration to publish. Bennett seconded; motion passed 5-0.

C. Approve the 2022 property tax levy for fiscal year 2023

City Administrator Alexa Barton said that the property tax levy was reviewed by Interim Finance Director Bryan Kidney and City staff. The general temp levy addressed the 2006 Certificates of Participation, of which a majority was for the lease of City Hall. She said the levy was set to end in 2025, but City Hall would not be paid for until 2027. Staff would determine if it would be able to be paid off by 2025. Barton added that the maximum amount allowed was set by the Hancock Amendment.

Wylie moved to recommend that the Board of Aldermen adopt an ordinance to set the 2022 General Tax Levy at \$.4424 per \$100.00 of assessed valuation and the General-Temp Levy at \$.1673 per \$100.00 of assessed valuation. Bennett seconded; motion passed 5-0.

D. Approve purchase of a pump for McAfee Pump Station from FTC Equipment

Public Works Director Alysén Abel said that the City had six pump stations. The McAfee Pump Station was located in English Landing Park and had two spare pumps on-hand as backups. The 2022 Capital Improvement Program included funding to replace the oldest pump.

Discussion focused on the life of a pump and the cost to replace compared to the cost to repair.

Wylie moved to recommend that the Board of Aldermen approve a purchase order with FTC Equipment for the replacement pump at McAfee Pump Station in the estimated amount of \$21,500. Bennett seconded; motion passed 5-0.

E. Approve Work Authorization No. 150 with North Hills Engineering for the Riss Lake Sewer Evaluation project

Public Works Director Alysén Abel stated that power outages caused all the grinder pumps in Riss Lake to turn on, which caused a force in the line that could not be held and has led to several sewer issues. The project would allow staff to be proactive in reviewing the system to determine the priorities to fix any issues. Abel noted that the project was over budget, but savings in other areas would cover the overage.

Wylie moved to recommend that the Board of Aldermen approve Work Authorization No. 150 with North Hills Engineering for the Riss Lake low pressure sewer evaluation in the amount of \$17,920. Bennett seconded; motion passed 5-0.

F. Approve a construction agreement with Four Star Electric for trail lighting improvements in English Landing Park

Public Works Director Alysén Abel stated that the trail in English Landing Park from the Waddell Bridge around the south side of Grigsby Field and north to the Main Street Bridge would be upgraded and would include the installation of 14 lights, repurposed from the Reserve at Riss Lake, along the trail. The City received a Platte County Outreach Grant for the project. She said that staff would trench for the conduit to prepare for the installation. The proposed agreement would be to install the wiring needed for the poles. Three quotes were received and Four Star Electric was the low quote.

Discussion focused on a uniform look for the lighting in the park.

Wylie moved to recommend that the Board of Aldermen approve a construction agreement with Four Star Electric for trail lighting improvements in English Landing Park in the amount of \$17,800. Bennett seconded; motion passed 5-0.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

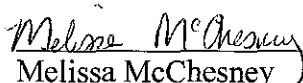
City Administrator Alexa Barton said that Baker Tilly Financial Advisors finished the first provision of the Creekside debt and the next step was maintenance. She said other agreements would be presented at future meetings, one with a different scope for similar services and one to review options for the sewer plant.

Vice Chair Wylie requested a change to the start time for the meetings. The consensus of the Finance Committee was to change the start time to 4:30 p.m.

7. Adjourn

Chair Plumb adjourned the meeting at 4:59 p.m.

Submitted by:


Melissa McChesney
City Clerk

September 12, 2022
Approval Date