



Finance Committee Meeting
Monday, July 24, 2023 4:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Wylie called the meeting to order at 4:34 p.m. A quorum was present.

Members Present: Chair Douglas Wylie, Dean Katerndahl, Philip Wassmer (*via videoconference*) and Bob Bennett (*joined at 4:40 p.m.*)

City Staff Present: Assistant City Administrator Jeffery Rhodes, Police Chief Kevin Chrisman, Interim Finance Director Bryan Kidney, Community Development Director Stephen Lachky (*via videoconference*), Parks & Recreation Director Brittanie Propes and City Clerk Melissa McChesney

2. Financial Updates

A. City Administrator Approvals

Assistant City Administrator Jeffery Rhodes provided an overview of approvals within the City Administrator's approval.

3. Action Items

A. Approve the minutes for the July 10, 2023, regular meeting

Bob Bennett moved to approve the minutes for the July 10, 2023, regular meeting. Dean Katerndahl seconded; motion passed 4-0.

B. Approve the purchase and installation of AXIS brand cameras from Electronic Technology, Inc. to complete the first three phases of the downtown area camera plan

Police Chief Kevin Chrisman stated that the prior Board of Aldermen requested cameras at the boat ramp in Platte Landing Park and two were installed in the parks. The City had an agreement with Park University to obtain the encrypted data. He said the funds were budgeted in 2022, but were carried over to 2023. Four core areas to place the cameras included in Platte Landing Park near the dog park, the city parking lots, the parking lot next to the Parks building and along Busch Drive in English Landing Park. Chrisman said he consulted with the City's information technology provider and spoke with Kansas City Missouri Police Department and the Johnson County Sheriff's Office. He added that the City had previously worked with the vendor to replace a camera in the interview room. The server could handle up to ten cameras only for the same use.

Bennett moved to recommend the Board of Aldermen approve the purchase and installation of AXIS brand cameras to complete the first three phases of a four phase plan in the downtown area by Electronic Technology, Inc. for a total amount of

\$24,470.75. Katerndahl seconded; motion passed 4-0.

C. Approve an agreement with CivicPlus to implement CivicRec; Permitting; Planning and Zoning; and SeeClickFix hosted software solutions

Interim Finance Director Bryan Kidney said that the goal was to procure software to enhance citizen input and staff efficiency; an updated statement of work for SeeClickFix attached as Exhibit A. Staff attended demonstrations and researched various software options and they recommended CivicPlus. He added that staff would determine an implementation plan.

Bennett moved to recommend that the Board of Aldermen approve an agreement with CivicPlus to implement CivicRec, Permitting, Planning and Zoning and SeeClickFix software modules for a total amount of \$30,770. Katerndahl seconded; motion passed 4-0.

D. Approve Work Authorization No. 6 with Fluid Equipment Co. to replace the pump at the Pinecrest Pump Station

Assistant City Administrator Jeffery Rhodes stated that the work was outside of the regular maintenance schedule due to the cost and because there was an eight to ten week lead time, staff was requesting approval because the pump needed to be replaced.

Bennett moved to recommend that the Board of Aldermen approve an agreement with Fluid Equipment Co. to replace the pump at the Pinecrest Pump Station in the amount of \$12,884. Katerndahl seconded; motion passed 4-0.

E. Approve an agreement with She Digs It, LLC for the emergency repair of the east clarifier at the Wastewater Treatment Plant

Assistant City Administrator Jeffery Rhodes said that in 2022, the east clarifier at the wastewater treatment plant stopped working and the main drive shaft failed. The agreement was an emergency repair to fix the clarifier.

Bennett moved to recommend that the Board of Aldermen approve an agreement with She Digs It, LLC for the emergency repair of the east clarifier at the wastewater treatment plant under the agreed upon labor and equipment rates. Katerndahl seconded; motion passed 4-0.

4. Non-Action Items

A. Quarterly Projects Update

Assistant City Administrator Jeffery Rhodes provided an update on the status of capital projects in 2023.

5. Unfinished Business (postponed from prior meetings)

A. Approve an agreement with Wiedenmann, Inc. for the 2023 Sanitary Sewer Repairs project (postponed from June 12 and July 10 meetings for more information)

Assistant City Administrator Jeffery Rhodes stated that the project needed to be reduced in scope in order to fix the east clarifier. Staff worked with Wiedenmann to prioritize projects that needed to be completed in 2023 and they agreed to adjust the scope and fee. The other projects would be postponed to a later date until after the Board of Aldermen made a decision about how to proceed with the sewer plant.

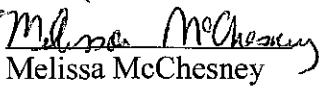
Bennett moved to recommend that the Board of Aldermen approve an agreement with Wiedenmann Inc. for the 2023 Sanitary Sewer Repairs project in the amount of \$119,105. Katerndahl seconded; motion passed 4-0.

6. Other Business

7. Adjourn

Chair Wylie adjourned the meeting at 5:25 p.m.

Submitted by:


Melissa McChesney
City Clerk

August 21, 2023
Approval Date

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:**Date:****Expires On:**

Statement of Work

Q-42653-1

5/5/2023 2:57 PM

8/3/2023

Client:

PARKVILLE, MISSOURI

Bill To:

PARKVILLE, MISSOURI

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Richard Jones	785.323.4713	rjones@civicplus.com		Net 30

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	SeeClickFix Connector for CivicGov	SeeClickFix hosted integration with the CivicGov Code Enforcement module. This requires both systems to be configured with the same source parcel data source using a public ArcGIS feature layer (i.e. REST endpoint).	Renewable
1.00	SeeClickFix Request	Unlimited gov user licenses for service request management tool to intake citizen submissions via mobile app. Assign requests internally, resolve issues and measure request performance. Includes support and virtual training services.	Renewable

List Price - Year 1 Total	USD 5,801.89
Total Investment - Initial Term	USD 5,000.00
Annual Recurring Services - Year 2	USD 5,000.00

Initial Term & Renewal Date	12 Months
Initial Term Invoice Schedule	100% Due at Start Date

Renewal Procedure	Automatic 1 year renewal term, unless 60 days notice provided prior to renewal date
Renewal Invoice Schedule	Annually on date of signing
Annual Uplift	5% starting in Year 3

This Statement of Work ("SOW") shall be subject to the terms and conditions of the CivicPlus Master Services Agreement and the applicable Solution and Services terms and conditions located at <https://www.civicplus.help/hc/en-us/p/legal->

[stuff](#) (collectively, the "Binding Terms"), By signing this SOW, Client expressly agrees to the terms and conditions of the Binding Terms throughout the term of this SOW.

Acceptance

The undersigned has read and agrees to the following Binding Terms, which are incorporated into this SOW, and have caused this SOW to be executed as of the date signed by the Customer which will be the Effective Date:

Authorized Client Signature

CivicPlus

By:

By:

Name:

Name:

Title:

Title:

Date:

Date:

Organization Legal Name:

Billing Contact:

Title:

Billing Phone Number:

Billing Email:

Billing Address:

Mailing Address: (If different from above)

PO Number: (Info needed on Invoice (PO or Job#) if required)