



BOARD OF ALDERMEN
Work Session Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, September 17, 2024 6:00 PM
City Hall Board Room

1. GENERAL AGENDA

A. Proposed 2025-2029 Capital Improvement Program (Administration)

2. ADJOURN

CITY OF PARKVILLE

Policy Report

Date: September 13, 2024

Prepared By:

Bryan Kidney, Deputy City Administrator/Finance Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Proposed 2025-2029 Capital Improvement Program (Administration)

BACKGROUND:

The Capital Improvement Program (CIP) is a major financial, public infrastructure and equipment planning tool for municipalities. The CIP is a long-range plan that identifies capital projects and equipment, provides a planning schedule, and identifies which accounting funds the associated projects and equipment will be financed. The development of a CIP provides information regarding planned public improvements and equipment with projected anticipated funding; i.e. whether the items is funded or unfunded. The CIP provides a link between the various master plans, the City's comprehensive plan, and the annual budget.

The CIP sets forth proposed projects for constructing, maintaining, upgrading, and replacing the City's physical infrastructure and equipment necessary for continued operations and providing City services during the next five fiscal years beginning in January 2025 through December 2029. Projects listed in the CIP report are not necessarily listed in priority order and are not to be construed as a promise to any person or group that it will be completed within a specific time frame. A CIP is not a static document, but rather, a fluid document that can be changed as the infrastructure requirements change, development occurs, and funding opportunities become available.

In developing a CIP, it is important to distinguish between operating and capital expenses. Generally, these items are defined based on their cost and frequency of occurrence. Operating items are those that represent ongoing operating expenses, such as maintenance, outside of one-time capital expenditures. Presented below are the definitions developed specifically for the City of Parkville for capital expenses that should be included in the CIP:

- Any construction of a new public facility (e.g., a public building, a public street, sewer lines, parks, play field, or the like) or an addition to, or extension of, such a facility.
- A nonrecurring rehabilitation or replacement of existing public facilities, or major repair of all or a part of a public facility, provided that the cost is \$50,000 or more.
- Purchase of major equipment of \$50,000 or more (either one item or a number of items with a cumulative one-time purchase of \$50,000 or over) and a useful life of 2 years or more.
- Planning, feasibility, engineering, or design studies and services immediately related to an individual capital improvement project.

BUDGET IMPACT:

Although the CIP is not an authorizing document nor obligates/encumbers funds, it does provide important directions to the City Administrator for preparation for the upcoming 2025 budget process. Essentially, the items included within the adopted CIP provide direction for planning capital expenditures in the Administrator's recommended 2025 budget. The initial draft of the CIP will include items that may or may not be fully in balance with the City's five-year financial forecast.

After the Board of Alderman reviews and provides direction to the City Administrator, a CIP that is balanced with the forecast will be presented to the BOA at a public meeting for approval.

ALTERNATIVES:

NA

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen approve Resolution No. 24-011 adopting the 2025-2029 CIP.

ATTACHMENTS:

1. 2025-2029 CIP by Funding

2025-2029 CIP by Funding

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
General Fund								
CD2501	Parkville Housing and Density Study	\$50,000	0		0	50,000	0	0
Community Development								
Item Score/Strategic Plan Score			5					
Quality Development			4					
CD2502	I-435 and MO-152 Highway Area Planning Study	\$75,000	0	75,000	0	0	0	0
Community Development								
Item Score/Strategic Plan Score			16					
Quality Development			4					
CD2601	Update to Highway 45 Corridor Plan	\$50,000	0	0	50,000	0	0	0
Community Development								
Item Score/Strategic Plan Score			6					
Quality Development			4					
Total General Fund		\$175,000	\$0	\$75,000	\$50,000	\$50,000	\$0	\$0

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Parks Nature Sanctuary Fund								
NS2601	Trail Upgrades	\$200,000	0	100,000	100,000	0	0	0
Parks and Recreation								
Item Score/Strategic Plan Score		9						
Parks and Recreation		4						
Total Parks Nature Sanctuary Fund		\$200,000	\$0	\$100,000	\$100,000	\$0	\$0	\$0

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Parks Sales Tax Fund								
PK2402	Farmers Market (in progress)	\$1,870,000	1,350,000	520,000	0	0	0	0
Parks and Recreation								
Item Score/Strategic Plan Score		16						
Parks and Recreation		5						
PK2405	Annual Park Beautification and Maintenance	\$250,000	0	50,000	50,000	50,000	50,000	50,000
Parks								
Item Score/Strategic Plan Score		6						
Parks and Recreation		5						
PK2407	English Landing Park Scenic Viewing Area Event Space	\$50,000	0	50,000	0	0	0	0
Parks and Recreation								
Item Score/Strategic Plan Score		11						
Parks and Recreation		3						
PK2501	Master Plan Priority Project (s)	\$1,250,000	0	250,000	250,000	250,000	250,000	250,000
Parks and Recreation								
Item Score/Strategic Plan Score		7						
Parks and Recreation		5						

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Parks Sales Tax Fund								
PK2502	Conservation Land Management	\$250,000	0	50,000	50,000	50,000	50,000	50,000
Parks and Recreation								
Item Score/Strategic Plan Score		13						
Parks and Recreation		5						
PK2502	English Landing Park entrance Streetscape	\$350,000	0	350,000	0	0	0	0
Parks and Recreation								
Item Score/Strategic Plan Score		11						
Parks and Recreation		4						
PK2703	English Landing Park Stream bank Stabilization (in progress)	\$400,000	200,000	100,000	100,000			0
Parks and Recreation								
Item Score/Strategic Plan Score		26						
Parks and Recreation		4						
PK2802	Parks Maintenance Building Improvements and Storage	\$75,000	0	0	0	75,000	0	0
Parks and Recreation								
Item Score/Strategic Plan Score		13						
Parks and Recreation		3						
Total Parks Sales Tax Fund		\$4,495,000	\$1,550,000	\$1,370,000	\$450,000	\$425,000	\$350,000	\$350,000

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Police Sales Tax Fund								
PD2402	Facility assessment and improvements to police department facilities	\$300,000	0	150,000	150,000	0	0	0
Police								
Item Score/Strategic Plan Score		20						
Public Safety		5						
PD2403	Tenant build-out of leased Westside police facility	\$100,000	100,000	0	0	0	0	0
Police								
Item Score/Strategic Plan Score		25						
Public Safety		5						
PD2501	Keyless Entry City Hall Security System (end of life)	\$100,000	0	100,000	0	0	0	0
Police								
Item Score/Strategic Plan Score		16						
Public Safety		4						
Total Police Sales Tax Fund		\$500,000	\$100,000	\$250,000	\$150,000	\$0	\$0	\$0

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Sewer Fund								
SW2401	Treatment Plant	\$2,300,000	0	500,000	450,000	450,000	450,000	450,000
Sewer								
Item Score/Strategic Plan Score		17						
Infrastructure and Public Facilities		5						
SW2402	Pump & Lift Stations	\$500,000	0	0	125,000	125,000	125,000	125,000
Sewer								
Item Score/Strategic Plan Score		17						
Infrastructure and Public Facilities		5						
SW2403	Collection System	\$1,200,000	0	300,000	225,000	225,000	225,000	225,000
Sewer								
Item Score/Strategic Plan Score		17						
Infrastructure and Public Facilities		5						
Total Sewer Fund		\$4,000,000	\$0	\$800,000	\$800,000	\$800,000	\$800,000	\$800,000

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Special Levy Fund								
AD64	Facilities Assessment, HVAC (end of	\$400,000	0	200,000	200,000	0	0	0
Administration	life) repairs to concrete and stormwater.							
Item Score/Strategic Plan Score			21					
Infrastructure and Public Facilities			4					
Total Special Levy Fund		\$400,000	\$0	\$200,000	\$200,000	\$0	\$0	\$0

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Stormwater Fund								
PW2402	6th and Crooked Low Water Crossing (debt issue)	\$2,000,000	1,000,000	0	0	200,000	100,000	100,000
Public Works								
Item Score/Strategic Plan Score		11						
Infrastructure and Public Facilities		3						
PW2403	Storm Sewer Planned Maintenance and Repair	\$525,000	0	100,000	125,000	0	150,000	150,000
Public Works								
Item Score/Strategic Plan Score		13						
Infrastructure and Public Facilities		4						
PW2501	Storm Sewer Assessment and Inventory	\$50,000	0	50,000	0	0	0	0
Public Works								
Item Score/Strategic Plan Score		14						
Infrastructure and Public Facilities		5						
PW2502	Stormwater Master Plan	\$80,000	0	80,000	0	0	0	0
Public Works								
Item Score/Strategic Plan Score		14						
Infrastructure and Public Facilities		0						

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Stormwater Fund								
PW2801	Elm Street Low Water Crossing (debt issue)	\$1,350,000	300,000	0	0	120,000	0	150,000
Public Works								
Item Score/Strategic Plan Score		11						
Infrastructure and Public Facilities		4						
Total Stormwater Fund		\$4,005,000	\$1,300,000	\$230,000	\$125,000	\$320,000	\$250,000	\$400,000

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Transportation Sales Tax Fund								
PW2504	Downtown ADA Improvements (debt issue)	\$800,000	300,000	150,000	0	0	75,000	75,000
Transportation								
Item Score/Strategic Plan Score		19						
Infrastructure and Public Facilities		5						
PW2505	Sidewalk Gap Program	\$90,000	19,000	10,000	50,000	11,000	0	0
Tranportation								
Item Score/Strategic Plan Score		9						
Infrastructure and Public Facilities		5						
TN2401	Annual Pavement Preservation	\$1,500,000	0	280,000	290,000	300,000	310,000	320,000
Transportation								
Item Score/Strategic Plan Score		9						
Infrastructure and Public Facilities		5						
TN2403	New Dome Roof Replacement	\$50,000	0	50,000	0	0	0	0
Transportation								
Item Score/Strategic Plan Score		14						
Infrastructure and Public Facilities		3						

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Transportation Sales Tax Fund								
TN2404	Traffic Program (include intersections)	\$205,000	0	55,000	75,000	0	75,000	0
Transportation								
Item Score/Strategic Plan Score		11						
Infrastructure and Public Facilities		4						
TN2503	Streets Master Plan	\$80,000	0	80,000	0	0	0	0
Transportation								
Item Score/Strategic Plan Score		15						
Infrastructure and Public Facilities		5						
Total Transportation Sales Tax Fund		\$2,725,000	\$319,000	\$625,000	\$415,000	\$311,000	\$460,000	\$395,000

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Use Tax Fund								
PK2503	Park Trails Program (use tax)	\$975,000	0	250,000	150,000	175,000	200,000	200,000
Parks and Recreation								
Item Score/Strategic Plan Score		14						
Parks and Recreation		5						
PW2503	Bell Rd. Pedestrian Improvements	\$1,280,000	750,000	530,000	0	0	0	0
Transportation								
Item Score/Strategic Plan Score		25						
Infrastructure and Public Facilities		5						
PW2503	Curb Maintenance Program	\$450,000	0	90,000	90,000	90,000	90,000	90,000
Public Works								
Item Score/Strategic Plan Score		9						
Infrastructure and Public Facilities		5						
PW2504	Sidewalk Maintenance Program	\$450,000	0	90,000	90,000	90,000	90,000	90,000
Public Works								
Item Score/Strategic Plan Score		7						
Infrastructure and Public Facilities		5						

Name		Total Cost	Grant/Other	2025	2026	2027	2028	2029
Use Tax Fund								
TN2501	Route 9 Corridor - Downtown Triangle	\$7,000,000	4,987,950	250,000	250,000	250,000	250,000	250,000
Transportation	/ 1st Street Project Phase (Debt Funded)							
Item Score/Strategic Plan Score		25						
Infrastructure and Public Facilities		5						
Total Use Tax Fund		\$10,155,000	\$5,737,950	\$1,210,000	\$580,000	\$605,000	\$630,000	\$630,000

Name	Total Cost	Grant/Other	2025	2026	2027	2028	2029
Grand Total	\$26,655,000	\$9,006,950	\$4,860,000	\$2,870,000	\$2,511,000	\$2,490,000	