



FINANCE COMMITTEE

Monday, March 24, 2025 4:30 PM

Administration Conference Room, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes for the February 24, 2025, meeting
 - B. Approve an agreement with Harvest Productions to upgrade Board Room audio, visual and production equipment (Administration)
 - C. Approve applications for Platte County Stormwater grants for the 59th Street Stormwater Improvements and the Crooked Road Rock Channel Restoration (Public Works)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Meeting
Monday, February 24, 2025 4:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Wylie called the February 24, 2025, meeting to order at 4:31 p.m. A quorum was present.

Members Present: Chair Douglas Wylie, Vice Chair Bob Bennett, Dean Katerndahl and Michael Lee

City Staff Present: City Administrator Alexa Barton, Deputy City Administrator/Finance Director Bryan Kidney, Assistant City Administrator Jeffery Rhodes (*via videoconference*), City Attorney John Mautino, Community Development Director Stephen Lachky (*via videoconference*), Parks & Recreation Director Brittanie Propes, City Treasurer Michelle Hefley and City Clerk Melissa McChesney

2. Financial Updates

3. Action Items

A. Approve the minutes for the January 13, 2025, meeting

Bob Bennett moved to approve the minutes for the January 13, 2025, meeting. Dean Katerndahl seconded; motion passed 4-0.

B. Approve the semi-annual financial report for the second half of 2024 and direct City Administration to publish

Deputy City Administrator/Finance Director Bryan Kidney said the report was unaudited, showing funds on a cash basis of money in and money out, which was different from the audit that included modified accruals.

City Treasurer Michelle Hefley said the report reconciled accounts for the second half of 2024 and did not see anything unusual.

Discussion focused on the special revenue funds.

Bennett moved to recommend that the Board of Aldermen approve the semi-annual financial report for the second half of 2024 and direct City Administration to publish. Katerndahl seconded; motion passed 4-0.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

City Administrator Alexa Barton said an ordinance would be presented to the Board of Aldermen on March 4 to close out the Parkville Commons Tax Increment Financing District. It had reached its end of life in December 2024.

7. Adjourn

Chair Wylie adjourned the meeting at 4:47 p.m.

Submitted by:

Melissa McChesney
City Clerk

Approval Date

**CITY OF PARKVILLE
Policy Report**

Date: March 18, 2025

Prepared By:

Jeffery Rhodes, Assistant City Administrator

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve an agreement with Harvest Productions to upgrade Board Room audio, visual and production equipment (Administration)

BACKGROUND:

The City is committed to communications best practices, quality infrastructure, and operational excellence. To that end, we have outgrown our current board room/courtroom space and need to upgrade the audio visual (AV) equipment to provide a complete system (current system has multiple parts that have been implemented together) for improved staff and community interaction. The attached proposal addresses those issues and focuses on the following:

- Upgraded and increased microphones - including wireless options - to ensure all participants can be heard, and all conversation is captured and recorded
- Increase the number of cameras and use existing, to expand the visibility of the room
- Upgraded and increased speakers to ensure that all members of the gallery and audience can hear the speakers and content
- Upgraded and increased number (6) of 55" and 65" monitors for appropriate visibility
- Fully equipped and connected overflow space in the lobby (two monitors w/inset speakers) to handle large groups and share community information with the public
- Improve and replace control room/production equipment to handle more cameras, microphones and speakers, and to enable seamless control of the system and online streaming functions
- The contract also includes training and support services for the first few months of the new equipment and setup to help train staff and production team on operations of equipment
- Professional equipment prepares the City for sustainable success.

These upgrades will occur in conjunction with the physical renovations of the space yet to be fully designed. These renovations (yet to come to the Board of Aldermen) are in development now and include moving and upgrading the partition wall; improving lighting for the AV system, improving the large-room conference space in the front of the room; upgrading furniture and finishes, and increasing security.

The AV works and room renovations will be scheduled in conjunction to reduce construction time and limit inability to utilize this space. Approval of this contract will allow plans to be drawn and shared with the architect, WSKF, in coordination of physical renovations of the space.

Proposal pricing was received via cooperative contract from the Circuit Court of Jackson County,

Missouri and the 2024 competitive bid process award to Harvest Productions who provides AV equipment and services to their courts.

STRATEGIC GOAL(S):

- Operational Excellence
- Infrastructure and Public Facilities
- Communications Best Practices

BUDGET IMPACT:

The American Rescue Plan Fund (68) includes \$279,000 for Technology and Infrastructure Upgrades. They are earmarked on item 68.560.50-10-00, page 122 of 165 of the 2025 Budget.

ALTERNATIVES:

1. Approve the agreement with Harvest Productions to upgrade Board Room AV and production equipment.
2. Approve the item, subject to changes
3. Do not approve the item
4. Postpone the item

FINANCE COMMITTEE RECOMMENDATION:

This item did not go before the Finance Committee for approval as the project has already been budgeted and incorporated into the adopted 2025 City Budget.

STAFF RECOMMENDATION:

Staff recommends approval of this agreement.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all expenses above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to recommend the Board of Aldermen approve the agreement with Harvest Productions to upgrade the Board Room/Courtroom audio, visual, and production equipment.

ATTACHMENTS:

1. Agreement - Harvest Productions
2. AV Equipment Images
3. 16th Circuit Court Renewal 2024 -2025 - Harvest Productions



Proposal To:
City of Parkville

For:
City of Parkville Board of Alderman Meeting Room AV Replacement and
Upgrade

March 18, 2025

Prepared By:
Dustin Vavak
PHONE: 816-483-3889
Project Number P-2083

COUNCIL ROOM

SCOPE

This project is in accordance with Cooperative Contract: Circuit Court of Jackson County contract #2353-19-25.

AV SYSTEM

QTY DESCRIPTION

- | | |
|---|---|
| 3 | Datavideo PTC-140W White 20x HD/SD-SDI and HDMI PTZ camera. |
| 3 | Datavideo WM-1-W White verison of a professional wall mount for PTC-140 and PTC-150 PTZ cameras. The mount is made from rugged steel material for durability. Designed for easy cable pass through. Assembly required. |
| 2 | Chief PNRUB LFP FOUR ARM DUAL UNIVERSAL |
| 1 | QSC TSC-710t-G3 Table top mounting accessory for TSC-70-G3 and TSC-101-G3. |
| 1 | QSC NC-20x60 20x Optical Zoom 60° Horizontal Field of View, PTZ Network Camera, PoE, with HDMI and SDI output. Includes PTZ-WMB1 wall mount bracket. |
| 1 | QSC PTZ-WMB1 Accessory Wall Mount Bracket for PTZ Camera. |
| 1 | Shure ULXD8--G50 Wireless gooseneck microphone base for ULXD and QLXD. Includes AA Alkaline Batteries |
| 1 | Shure MX410LPDF/C 10" Shock-Mounted Gooseneck with Bi-color LED at the bottom, Cardioid, Less Preamp, Dual flexible, Black |
| 2 | Samsung QB75RBG 75"4K LED 350nit 16/7 |
| 9 | Visionary Solutions D4200 A/V Decoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routable, with built-in video wall functionality; Expansion Ethernet Port; POE+; Upgradeable to AES67/Dante |
| 4 | Shure MXA920W-S Ceiling Array Microphone, Square, White, 24 inch |
| 8 | QSC AD-C6T-WH 6.5" Two-way ceiling speaker, 70/100V transformer with 16Ω bypass, 135° conical DMT coverage, includes C-ring and rails for blind mount installation, Ø245 mm cut-out. Color - White Priced individually, sold only in pairs. |
| 2 | Chief XTM1U Micro-Adjust Tilt Wall Mount, X-Large |
| 2 | Samsung QB65N 65-inch Commercial 4K UHD LED LCD Display - Manufactured in a TAA Country |

AV SYSTEM TOTAL	\$51,913.71
COUNCIL ROOM TOTAL	\$53,678.27

PRODUCTION ROOM

AV SYSTEM

QTY DESCRIPTION

- 1 Datavideo RMC-300A Control up to 24 PTZ cameras via IP or 8 PTZ cameras via serial and 16 PTZ cameras via IP.
- 1 LG Electronics 43UR640S9UD 43" 3840 x 2160 UHD Commercial Lite LED backlit LCD TV
- 2 QSC TSC-70-G3 Q-SYS 7" PoE Touch Screen Controller for In-Wall Mounting. Color - Black only
- 1 QSC SLQUD-110-P Q-SYS Core 110 UCI Deployment Software License, Perpetual.
- 1 QSC SLQBR-P Q-SYS AV Bridging feature license. One license is required per TSC Series Gen 3 touch screen controller with AV Bridging enabled. Perpetual. For NV-21-HU, TSC-70-G3 and TSC-101-G3
- 2 QSC SPA-Qf 60x4 4-ch, 60W/ch Q-SYS network audio Amplifier, Lo-Z, FlexIO, with Mic/line Input, 100-240v
- 1 Shure QLXD24/B58-G50 Beta 58® Vocal System
- 1 Shure QLXD14/85-G50 WL185 Lavalier Microphone System
- 2 Decimator Design MD-LX HDMI/SDI Converter
- 2 Decimator Design MD-HX HDMI/SDI Cross Converter w/ Scaling & Frame Rate Conversion
- 1 Blackmagic Design SWATEMMINICEXT ATEM Mini Extreme
- 2 SmartWire CAT6P Cat6 23-4P Plenum
- 1 Middle Atlantic UPS-1000R 1000VA/750W UPS
- 1 QSC CORE 110f-v2 Unified Core with 24 local audio I/O channels, 128x128 total network I/O channels with 8x8 Software-based Dante license included, USB AV bridging, dual LAN ports, POTS and VoIP telephony, no GPIO, 16 next-generation AEC processors, 1RU.
- 1 Harvest AV Solutions Install Cable and Connector Lot
- 2 Visionary Solutions D4200 A/V Decoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routable, with built-in video wall functionality; Expansion Ethernet Port; POE+; Upgradeable to AES67/Dante
- 2 Visionary Solutions E4200 A/V Encoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routable, with built-in video wall functionality, Expansion Ethernet Port; POE+; Upgradeable to AES67/Dante
- 2 Netgear GSM4230UP-100NAS M4250-26G4F-POE++ MANAGED SWITCH

QTY DESCRIPTION

- 1 Williams AV FM 558 FM Plus Large-area Dual FM and Wi-Fi assistive listening system with 4 FM R38 receivers. System includes: (1) FM T55 transmitter, (4) PPA R38N receivers, (4) EAR 022 surround earphones, (2) NKL 001 neckloops, and (1) IDP 008 ADA wall plaque. Replaces FM 458

AV SYSTEM TOTAL

\$46,626.98

PRODUCTION ROOM TOTAL

\$47,822.42

OVERFLOW

AV SYSTEM

QTY DESCRIPTION

- 2 Samsung QB65N 65-inch Commercial 4K UHD LED LCD Display - Manufactured in a TAA Country
- 2 Visionary Solutions D4200 A/V Decoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routable, with built-in video wall functionality; Expansion Ethernet Port; POE+; Upgradeable to AES67/Dante
- 2 Chief XTM1U Micro-Adjust Tilt Wall Mount, X-Large

AV SYSTEM TOTAL

\$7,101.78

OVERFLOW TOTAL

\$7,345.72

ACCEPTANCE

FINANCIAL

PAYMENT SCHEDULE
50% Deposit due upon acceptance of proposal. A deposit is required before equipment will be ordered.
40% Progress upon completion or monthly progress billing.
10% Final payment upon commissioning of system to owner.

EQUIPMENT TOTAL	\$76,924.97
LABOR TOTAL	\$28,717.50
FREIGHT	\$3,203.93
SUBTOTAL	\$108,846.40
TOTAL TAX	\$0.00
PROJECT TOTAL	\$108,846.40

TERMS

ELECTRICAL: Unless specified, any electrical power installation and requirements for the proposed system are not included in this contract and must be provided by a licensed Electrical Contractor. City of Parkville can provide a licensed electrical contractor or Harvest can provide that service through our sub-contract network for an additional cost.

WARRANTY: Harvest will warranty the proposed system in its entirety for one (1) year from completion. Harvest will warranty the workmanship of the proposed system for a period of five (5) years from the date of completion. Additional warranties or service maintenance agreements can be purchased and implemented at the client's request. **Any existing equipment reutilized for the proposed system will not be warrantied.**

I accept this proposal and hereby authorize Harvest to proceed with the installation of the included systems at the facilities of City of Parkville constructing at 8880 Clark Ave Parkville, MO 64152 as described in the totality of this document. I further authorize Harvest to be granted the facility access that will be required to complete this project in a workmanlike and timely manner and for payment to be made to Harvest. Project cost and pricing are dependent upon a continual flow of work without interruption. If delays are imposed by City of Parkville or their staff, construction, other building trades or any other party, additional costs may be incurred by City of Parkville from Harvest. I agree that any additions to and/or deletions from the materials and labor to be provided by my acceptance of this proposal and any resulting change(s) in cost of this project shall only be by way of written change order(s) and shall be valid only after being signed by City of Parkville and Harvest. This proposal is valid only if accepted in writing by City of Parkville and deposit payment received. This proposal is valid for 30 days.

ACCEPTANCE

CITY OF PARKVILLE

SIGNED

DATE

PRINT NAME

TITLE

HARVEST PRODUCTIONS

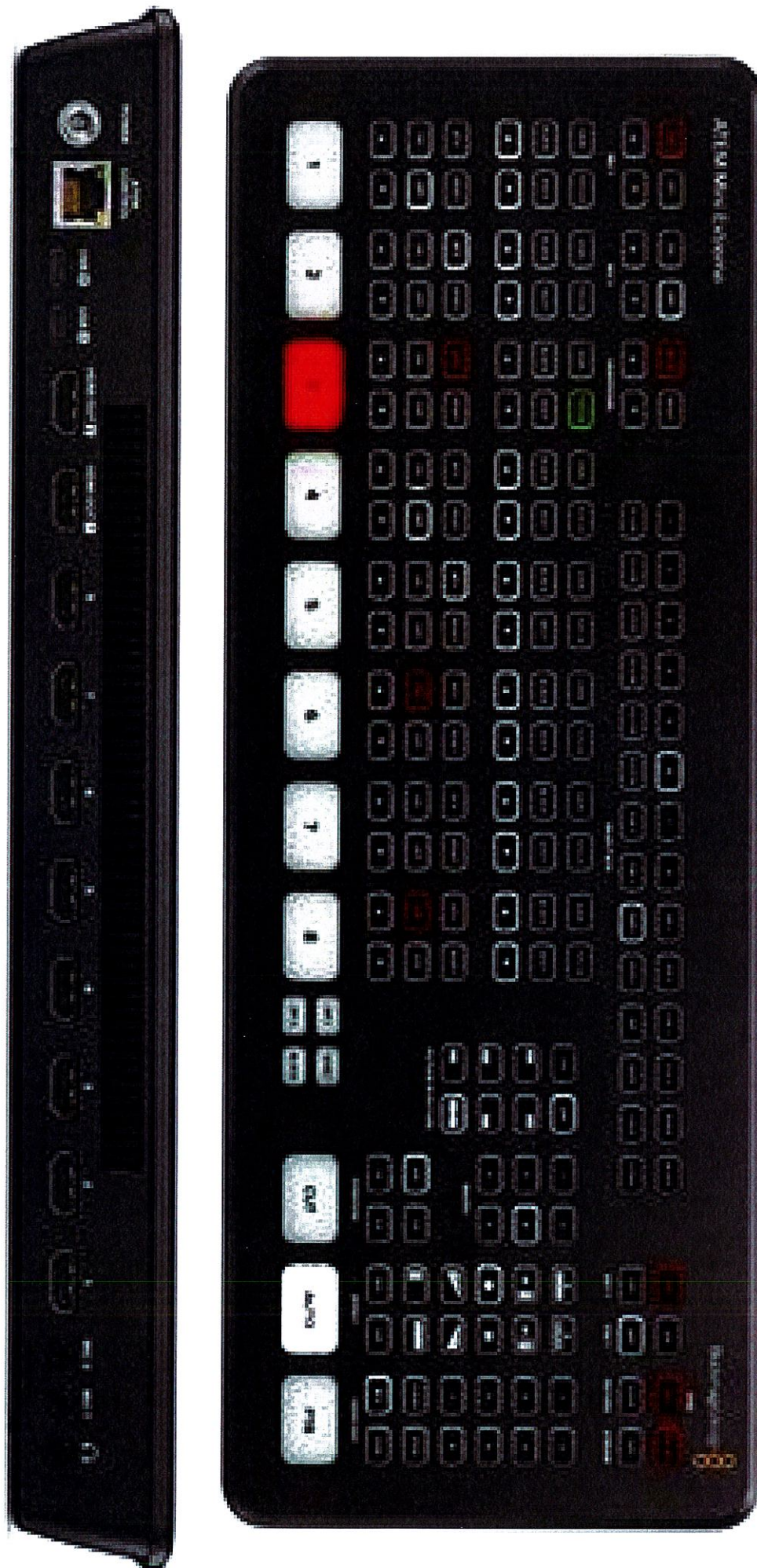
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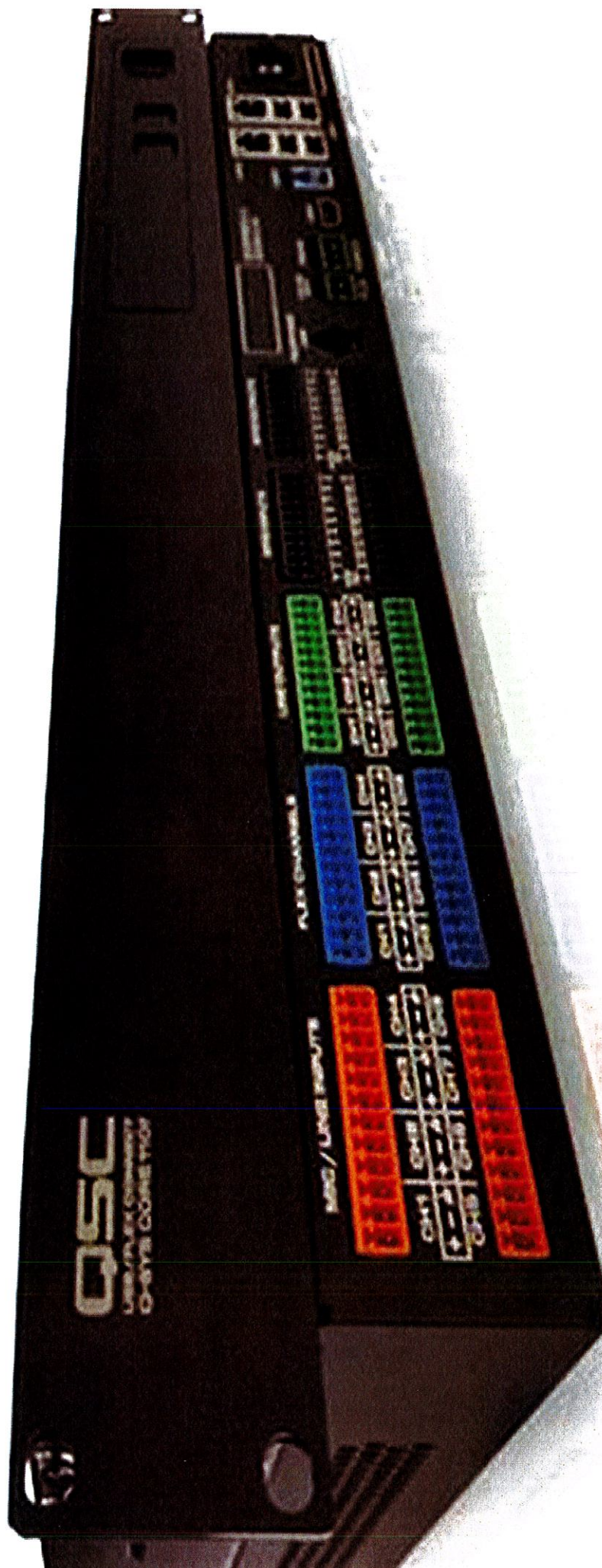
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PRINT NAME

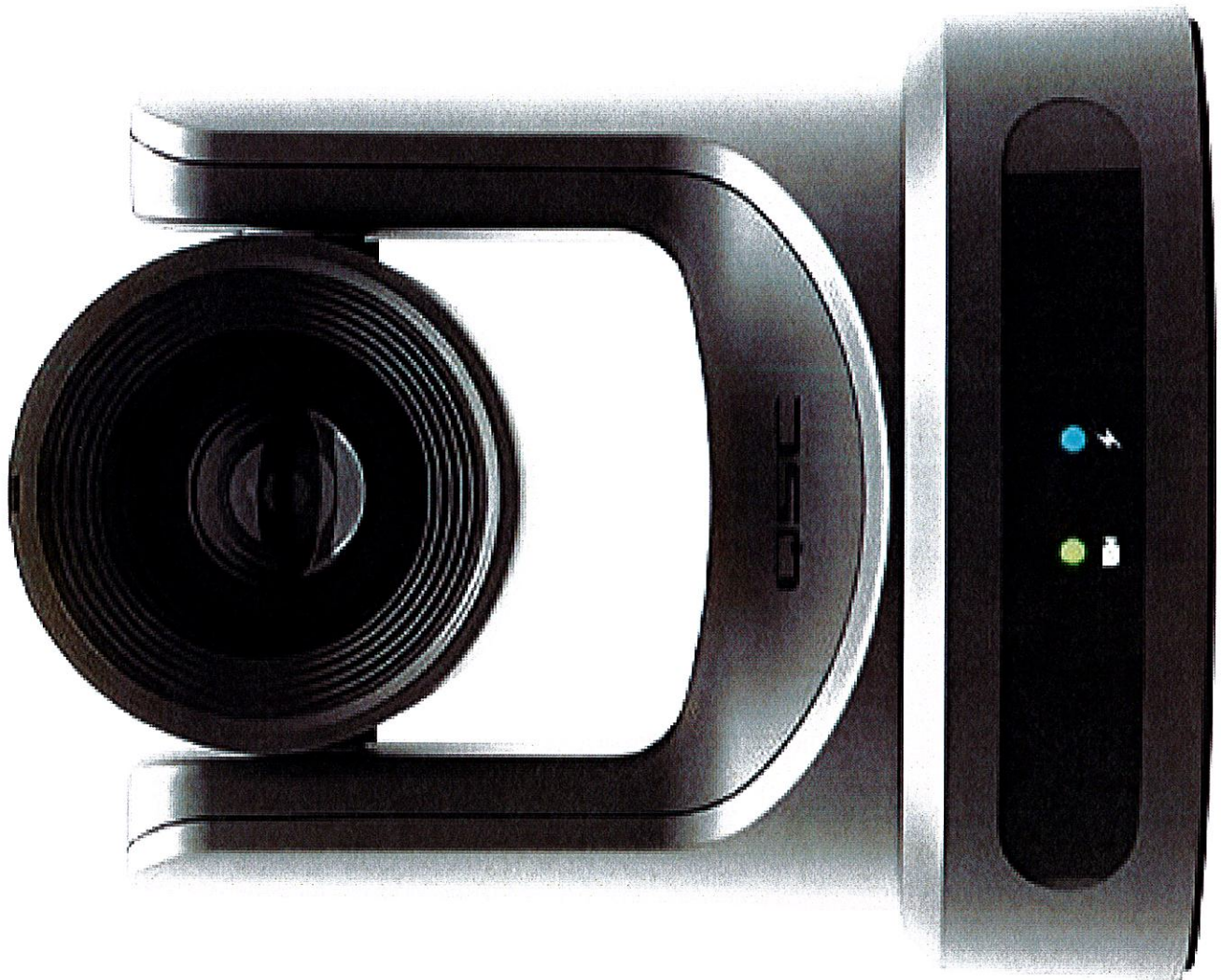
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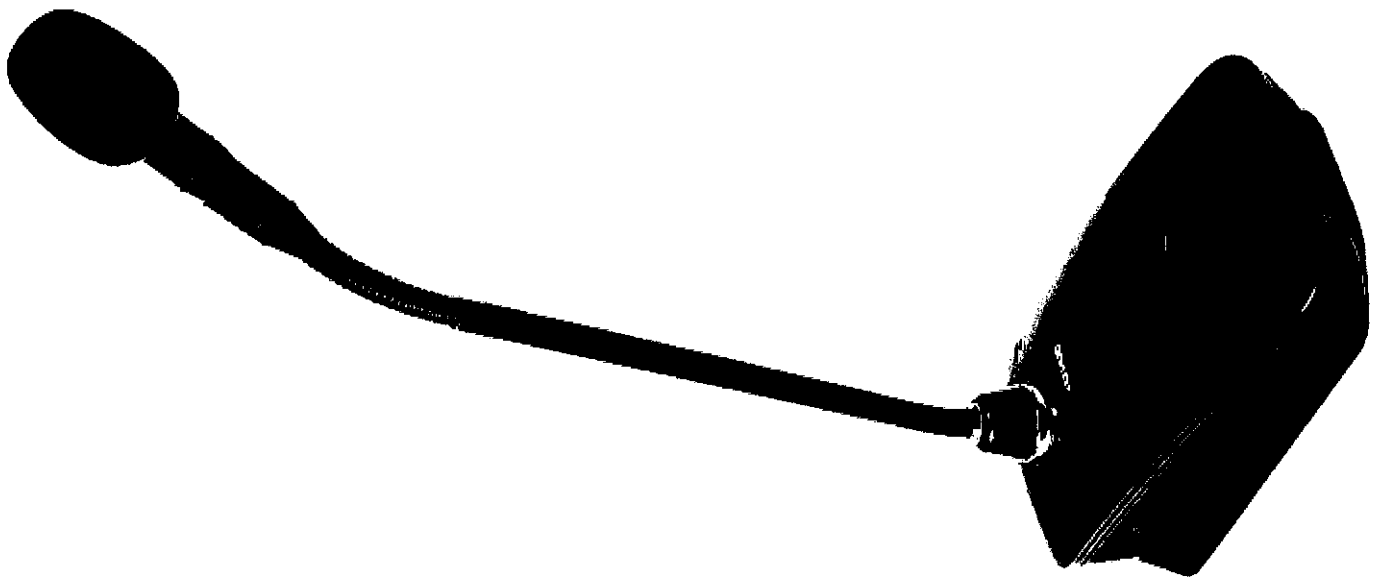


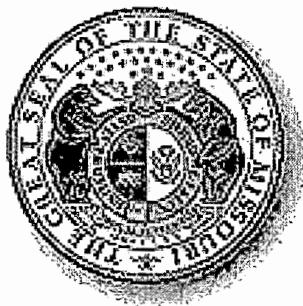












16th Judicial Circuit of Missouri

415 East 12th Street
Purchasing Office; Room 8M East
Kansas City, Missouri 64106

Date: August 29, 2024

RE: Extension of contract 2353-19-25

This letter shall serve as notification of the Circuit Court's desire to renew Contract 2353-19-25, For Audio Visual Services and Maintenance for a 1 year period per the renewal terms of the original bid document.

This is the third (3) and final renewal of three (3) possible renewals of this contract.

All terms and conditions contained in the original agreement are incorporated into this contract renewal as more fully set forth herein.

Bid/Contract Number: 2353-19-25

Commodity: Audio Visual for Sound Systems and Visual Components

Contract Extension Term: August 28, 2024 through August, 27 2025.

Using Department: Court Services

Department Director: Greg Paszkiewicz

Assistant Director: Terry Shepard

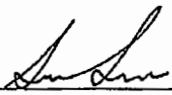
Vendor Contact: Jason Holmes 816-483-3889 XI08 Cell 816-4878

Susan Surman 816-612-8170

Repair of Sound Systems /Audio Video and New Installations

Escalation Costs allowed per contract for Prevailing Wage increases and equipment upgrades, changes of equipment and costs associated with the changes, justifications required to be approved by the Circuit Court.

Description	Current Cost of Rate	Proposed Cost same or adjusted Request if costs to remain the same mark as No Change	Comment or Justification (vendor may attach a separate sheet if space is needed)
Trip Charge	.00	No change	
Overtime Hours	.00		
Holiday Hours	.00		
Trip charge for Non-Warranty Calls	95.00	No change	
Normal Working Hours	95.00		
Holiday Rate	142.00		
Percentage Markup Above Manufacture's Material Cost Contractor must provide their material invoice to support the charge for the percentage markup if requested.	20%	20%	To remain the same for contract life.
New Installations Labor: Vendor must be all inclusive, including but not limited to: Implementation i.e. drawings, lifts, bonding, insurance, engineering, programming etc.	Regular Hours \$97.50 Overtime Rate \$146.25 Holiday Rate \$146.25	No change	
Current Prevailing Wage Order: Occupational Title: Communications Technician Section 048	Prevailing Wage 31 Section 048	Prevailing Wage #31 Section 048	

Signature:  Date: 8/30/24
Harvest AV Solutions Authorized Signature

Signature: _____ Date: _____
Court Legal Counsel

Signature:  Date: September 9, 2024
Court Administrator Beverly Newman

ITEM 3.C.

For 3/24/2025

Board of Aldermen - Finance Committee Meeting

CITY OF PARKVILLE

Policy Report

Date: March 19, 2025

Prepared By:

Daniel Harper, Public Works Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve applications for Platte County Stormwater grants for the 59th Street Stormwater Improvements and the Crooked Road Rock Channel Restoration (Public Works)

BACKGROUND:

Stormwater Grant applications are being prepared for the following two projects:

1. 59th Terrace Stormwater improvements, and
2. Crooked Road rock channel restoration

STRATEGIC GOAL(S):

- Infrastructure and Public Facilities
- Quality Development

BUDGET IMPACT:

The FY 2025 budget adopted \$100,000 for Capital Expenditures for planned stormwater projects, and \$75,000 for unplanned / emergency repair conditions as city services (Page 100 of 165). These two projects are estimated to cost approximately \$90,000 for 59th Terrace Stormwater Repair and \$120,000 for Crooked Road Channel Restoration. These projects exceed the budget amount and the two grant requests totaling \$73,774 are intended to provide additional funding towards the cost of these projects.

ALTERNATIVES:

1. Approve the item.
2. Approve the item, subject to changes.
3. Do not approve the item.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approval of the grant application for the two stormwater projects.

POLICY:

The Purchasing Policy, Resolution No. 23-016, requires Board of Aldermen approval for all expenses above \$50,000, upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to recommend that the Board of Aldermen approve a resolution endorsing applications for Platte County Stormwater Management grants for the 59th Terrace Stormwater Improvements and the Crooked Road Rock Channel Restoration.

ATTACHMENTS:

None