



Finance Committee Meeting
Monday, September 28, 2020 3:30 PM
Board Room, City Hall

Minutes

1. Call to Order

Chair Sportsman called the meeting to order at 3:32 p.m. A quorum was present.

Members Present: Ward 4 Alderman Marc Sportsman, Ward 2 Alderman Dave Rittman, Mayor Nan Johnston, Ward 1 Alderman Tina Welch, Ward 3 Alderman Robert Lock

City Staff Present: City Administrator Joe Parente, Police Chief Kevin Chrisman, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Assistant to the City Administrator Anna Mitchell, Public Works Project Manager Chris Ashley and City Clerk Melissa McChesney

2. Financial Updates

A. City Administrator Approvals

City Administrator Joe Parente provided an overview of purchases approved within his authority.

3. Action Items

A. Approve the minutes of the August 24, 2020, meeting

Dave Rittman moved to approve the minutes of the August 24, 2020, meeting. Tina Welch seconded; motion passed 5-0.

B. Approve the purchase of four replacement Motorola APX 4000 portable radios and one replacement Motorola APX 4500 in-car mobile radio

Police Chief Kevin Chrisman stated that starting in 2019 staff budgeted the purchase of a few replacement radios for police cars each year in the Capital Improvement Program. Since the original purchase of radios in 2012, enhancements had been made which increased the cost of the radios. Chrisman noted there were savings in other projects to cover the additional cost.

Police Captain Jon Jordan said that the new radios did not come with encryption software and the existing setup worked with the existing radios and the replacement radios. The department would replace four radios each year.

Rittman moved to recommend that the Board of Aldermen approve the purchase and programming of four new Motorola APX portable radios and one new Motorola APX mobile radio from Midwest Mobile Radio for the total cost of \$15,277.31. Welch seconded; motion passed 5-0.

- C. **Approve on-call professional services agreements with BBN Architects, Clark Enersen Partners, Garver, George Butler Associates, Kaw Valley Engineering, McClure, Renaissance, RL Buford, Shockey Consulting, TranSystems, Vireo and VSM Engineering for various on-call engineering and architectural services**

Public Works Director Alysén Abel said that various on-call agreements were approved in 2017 and would expire in October. A new request for qualifications was released in August and staff reviewed the proposals. Following Finance Committee's review and approval, staff would reach out to each firm to finalize the agreements before presenting them to the Board of Aldermen.

Rittman moved to recommend that the Board of Aldermen approve the professional services agreements with the firms recommended by the selection committee. Welch seconded; motion passed 5-0.

- D. **Approve on-call agreements with Urban Tree Specialists and Arbor Masters for on-call tree maintenance services**

Public Works Director Alysén Abel said that on-call agreements for tree maintenance services began in 2015. A bid request was released in September and two bids were received. Staff recommended approval of agreements with both vendors.

Rittman moved to recommend that the Board of Aldermen approve on-call service agreements with Urban Tree Specialists and Arbor Masters for tree maintenance services for a two-year term with an option to renew for an additional one-year term. Welch seconded; motion passed 5-0.

- E. **Approve a purchase order with Dale Brothers for salt and sand material for the 2020-2021 winter season**

Public Works Director Alysén Abel stated that the City purchased a 50/50 mix of salt and sand annually through the May following the winter seasons. The prices were higher than anticipated.

Discussion focused on the additional lane miles in Creekside that would be plowed during the winter season and budgeting for staff to cover the additional roads. City Administrator Joe Parente said that staff was reviewing options during the department budget discussions.

Rittman moved to recommend that the Board of Aldermen approve a purchase order with Dale Brothers for salt/sand material through May 1, 2021, subject to annual appropriations. Welch seconded; motion passed 5-0.

4. **Non-Action Items**
5. **Unfinished Business (postponed from prior meetings)**
6. **Other Business**

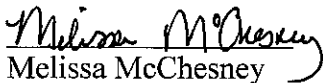
Chair Sportsman requested an update on the pickleball courts in English Landing Park, the trail connection from English Landing Park to Riverside and the dog park shade structures. Public Works Director Alysén Abel said that the pickleball contractor hired a sub-contractor to help with the work that would begin later in the week. Assistant to the City Administrator Anna Mitchell said that she had a meeting scheduled with Riverside, Platte County and the contractor for the trail connection and work was anticipated to be completed by the end of 2020. Abel said that staff identified which shade structures to use on the dog park shelters and would check on the status of when they would be installed.

Further discussion focused on improving the look of the farmers market building.

7. Adjourn

Chair Sportsman adjourned the meeting at 4:31 p.m.

Submitted by:


Melissa McChesney
City Clerk

October 12, 2020
Approval Date