



Finance Committee Meeting
Monday, April 12, 2021 3:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Sportsman called the meeting to order at 3:33 p.m. A quorum was present.

Members Present: Chair Marc Sportsman, Vice Chair Dave Rittman, Nan Johnston, Tina Welch and Robert Lock

City Staff Present: Police Chief Kevin Chrisman, Public Works Director Alysén Abel, Finance/Human Resources Director Matthew Chapman, Community Development Director Stephen Lachky, Public Works Project Manager Chris Ashley and City Clerk Melissa McChesney

2. Financial Updates

A. City Administrator Approvals

In the City Administrator Joe Parente's absence, Public Works Director Alysén Abel provided an overview of approvals within his approval.

3. Action Items

A. Approve the minutes for the March 22, 2021, meeting

Tina Welch moved to approve the minutes for the March 22, 2021, meeting. Dave Rittman seconded; motion passed 5-0.

B. Approve a construction agreement with McConnell & Associates for improvements to the frontage of Pocket Park

Public Works Director Alysén Abel stated that staff engaged Renaissance Infrastructure Consulting, with whom the City had an on-call architecture and engineering agreement, to design safety improvements to the frontage of Pocket Park. The project was split into three different parts that included the frontage, the south staircase and moving the Grigsby Statue. Renaissance designed two concepts for the project. The first concept was to build a six-foot bump out into the street that would add bollards for safety and leave enough space to keep the loading zone. Abel noted that a majority of the utilities were located at the back of the curb and if the bollards were installed on the bump out most of the utilities would not have to be relocated. The second concept would add bollards at the back of the curb.

Discussion focused on looking into using the bollards as an internal structure in concrete planters to improve the aesthetics of the area. Abel said that staff would look at costs for standalone concrete planters and concrete planters with bollards in the internal structure. The consensus of the Committee was to allow staff time to research the options prior to

approval by the Board of Aldermen.

No action was taken.

C. **Approve a construction services agreement with HydroKlean for the 2021 Sanitary Sewer Closed Circuit Television and Cleaning program**

Public Works Director Alysén Abel said that the sanitary sewers were televised, repaired and cleaned annually. A bid opening was held in April and three responses were received. She noted that because the bid was under budget additional work could be completed with the remaining funds.

Rittman moved to recommend that the Board of Aldermen approve a construction services agreement with HydroKlean for the 2021 Sanitary Sewer CCTV and Cleaning Program in the amount of \$30,700, with the unit prices provided in the bid documents. Welch seconded; motion passed 5-0.

D. **Approve a two-year on-call service agreement with Absolute Comfort Technologies for generator maintenance**

Public Works Director Alysén Abel stated that city hall and the pump stations each had a generator and Absolute Comfort Technologies had conducted maintenance for several years. Staff reached out and asked for a detailed list of unit prices which were similar to what the City had been paying. The on-call agreement would lock the unit prices in for two years for routine and emergency calls.

Community Development Director Stephen Lachky left the meeting at 4:21 p.m.

Rittman moved to recommend that the Board of Aldermen approve a on-call service agreement with Absolute Comfort Technologies for generator maintenance services for a two-year term. Welch seconded; motion passed 5-0.

E. **Approve a purchase order with Heritage Tractor for a mower for the Sewer Division of the Public Works Department**

Public Works Director Alysén Abel said that the sewer plant had access to a mower that needed to be replaced. Funding was placed in the 2020 Sewer Fund Capital Improvement Program for the Sewer Fund and was carried over to 2021. Staff checked with other vendors and Heritage Tractor, a regional supplier, had better pricing. The purchase was under budget and included a three-year service package.

Rittman moved to recommend that the Board of Aldermen approve a purchase order with Heritage Tractor for a mower for the Sewer Division of the Public Works Department in the amount of \$14,628. Welch seconded; motion passed 5-0.

F. **Approve Work Authorization No. 134 with North Hills Engineering for the design of the FF Hwy Pump Station reconstruction project**

Public Works Director Alysén Abel stated that the FF Highway Pump Station primarily served areas north of the pump station and needed to be reconstructed. The project would include purchasing two new pumps and replacing the mechanical and electrical. North Hills Engineering was the City's on-call engineer for sewer-related projects and the work

authorization would be for the design of the project.

Rittman moved to recommend that the Board of Aldermen approve Work Authorization No. 134 with North Hills Engineering for the design of the FF Highway Pump Station reconstruction in the amount of \$11,627. Welch seconded; motion passed 5-0.

G. Approve a construction agreement with Superior Bowen for the improvements to Jones Myer Road

Public Works Director Alysén Abel said that staff discovered Platte County would be making improvements to Jones Myer Road and a portion from Highway 45 to Route N was within the city limits. Platte County contracted with Superior Bowen for the improvements and their contract included a provision allowing other jurisdictions in the county to use their contract. Staff compared the County's pricing to pricing from Phillips Paving for the mill and overlay project and determined that Superior Bowen's pricing was lower. Staff confirmed that Superior Bowen would honor the County's pricing and the improvements would total \$56,500. The City's agreement with Phillips Paving for the mill and overlay was under budget and the remaining funds would help cover the cost to improve Jones Myer Road.

The consensus of the Committee was for staff to make sure that funding for the other mill and overlay projects would not be affected.

Rittman moved to recommend that the Board of Aldermen approve a construction agreement with Superior Bowen for the improvements to Jones Myer Road in an estimated amount of \$54,504.75, according the unit prices in the contract. Welch seconded; motion passed 5-0.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

Finance/Human Resources Director Matthew Chapman said that on March 22 the Committee discussed the challenges of the Police Department to hire officers, noting that he and City Administrator Joe Parente met with Chief Chrisman and Captain Jordan to discuss their recommendations. He and Joe met with the consultants to discuss the next logical steps and were working toward updating the market survey. Any changes would become effective in 2022. Chief Chrisman was looking into short-term plans for adjustments.

Chair Sportsman requested that staff look into options for the entrance to the large dog park in Platte Landing Park to keep from having to close it after heavy rains.

Vice Chair Rittman requested an update on the status of the Route 9 projects. Public Works Director Alysén Abel said that the bids for improvements at Sixth Street were due April 15 and staff planned to bypass the Finance Committee so a contract could be approved sooner. The bid for improvements from Highway 45 to Lakeview Drive was being reviewed by the Federal Highway Administration.

7. Adjourn

Chair Sportsman adjourned the meeting at 5:27 p.m.

Submitted by:

Melissa McChesney
Melissa McChesney
City Clerk

April 26, 2021
Approval Date