

Capital Improvements Authority
Minutes of Regular Meeting
February 12, 2018 at 4:00pm

1. Roll Call:

Present: Mike Edwards, Mary Lou Greim, Tray Harkins, Estella Morrison, Reggie St. John, and Mayor Brad Eales.

Absent: Jason Cole.

Also Present: Public Works Director Chad Birdsong, Director of Administrative Services Steve Marriott, Parks and Recreation Director Nate Williams, Golf Director Tim Jarman, Fire Chief Paul Tribble, Chief of Police Clint Reno, Staff Sergeant Larry Tarrant, Director of Economic Development Melinda Mehaffy, Director of Codes Administration Larry Murry, City Manager Molly McGovern, The Excelsior Springs Standard Publisher Brian Rice, and Authority Secretary Susan Conyers.

- 2. Approval of Minutes of December 11, 2017:** Tray Harkins motioned to approve the December 11, 2017 meeting minutes; Mike Edwards seconded. Motion approved.
- 3. Approval of Budget Spreadsheets – November, December 2017 & January 2018:** Steve Marriott, Director of Administrative Services briefed the Authority of the Financial Statements for Capital Improvements. Tray Harkins motioned to approve the November, December 2017 and January 2018 spreadsheet totals as presented. Reggie St. John seconded. Motion approved.
- 4. Approval of Trans Trust Financials:** Chad Birdsong, Director of Public Works, briefed the Authority of the Financial Statements for Transportation Trust from October, November, December 2017 and January 2018. He also gave an explanation of the Transportation Trust funds and budgets. Tray Harkins motioned to approve the Trans Trust Financials presented. Mary Lou Greim seconded. Motion approved.
- 5. Approval of Funding Request for 2018 Overlay Project:** Chad Birdsong, Director of Public Works, briefed the Authority of the Transportation Trust Budget for the 2018 Fiscal Year and explained that is what they would be approving. This would cover some areas left over from the 2017 Overlay Project which include Kansas City Avenue, the Thompson/10 Highway intersection, Meadowlark, and Rose Avenue. Mike Edwards motioned to approve the Transportation Trust Budget for the 2018 Fiscal Year, which includes the allocation of \$600,000.00 for the 2018 Overlay Project and \$85,327.34 for the miscellaneous concrete repairs fund. Tray Harkins seconded. Motion approved.
- 6. Discussion of MARRS Radio System:** Clint Reno, Chief of Police, and Staff Sergeant Larry Tarrant, briefed the Authority by presenting an overview of the Metropolitan Area Regional Radio System (MARRS). Half of the project cost would be \$500,000.00 for the upgrade to the system. The project would inter-connect radio communications with Excelsior Springs and the region's other agencies that are already on the system, saving valuable time on emergency calls. Chief Reno and Sergeant Tarrant explained how utilizing the MARRS system would solve the existing communications gap between the Excelsior Springs police officers and the rest of Clay County law enforcement. The MARRS system is also an encrypted system that would protect citizens' information from being transmitted over the scanners to the rest of the public. The authority discussed questions about dispatching, annual costs, equipment, and the fire department potentially joining the system.
- 7. Report of Status Update – Golf Course Clubhouse Project:** Molly McGovern, City Manager, updated the authority of the Golf Course Clubhouse Project. Six bids were received ranging from \$1.5 Million to \$2.2 Million for the turnkey project. The lowest bidder proposed a 180 day timeframe and Molly stated the project probably won't start until the beginning of April.

8. **Report – City Programming of Equipment & Building Improvements:** Molly McGovern, City Manager, and Steve Marriott, Director of Administrative Services, discussed with the Authority what they had prepared, which was a Capital Project Summary and the estimated funding requirements per fiscal year for a variety of projects, including building improvements required over a span of 20 years. Some figures were just rough estimates. This will hopefully give a better idea of funds needed in the future.
9. **Comments:** Mary Lou Greim asked about the old bank building on South Street that is owned by the City. Molly explained there is an interest in moving court to that building, since the current layout at the Hall of Waters is not ideal.
10. **Adjourn:** The meeting adjourned at 5:14 pm. The next meeting is scheduled for Monday, March 12, 2018 at 4:00 pm.

Susan Conyers, Authority Secretary

Capital Improvements Authority
Minutes of Regular Meeting
May 14, 2018 at 4:00pm

1. Roll Call:

Present: Mary Lou Greim, Mike Edwards, Jason Cole, Estella Morrison, Tray Harkins, Reggie St. John, and Mayor Brad Eales.

Absent: None.

Also Present: Public Works Director Chad Birdsong, Parks and Recreation Director Nate Williams, Fire Chief Paul Tribble, Chief of Police Clint Reno, Director of Economic Development Melinda Mehaffy, Project Manager Larry Murry, City Manager Molly McGovern, Building Superintendent TR Kennedy, Director of Administrative Services Steve Marriott, and Authority Secretary Susan Conyers.

- 2. Approval of Minutes of March 12, 2018:** Tray Harkins motioned to approve the March 12, 2018 meeting minutes; Reggie St. John seconded. Mike Edwards and Estella Morrison abstained. Motion approved.
- 3. Approval of Budget Spreadsheets – March & April, 2018:** Steve Marriott, Director of Administrative Services briefed the Authority of the budget spreadsheets from March and April of this year. Mike Edwards motioned to approve the March and April, 2018 spreadsheet totals as presented. Mary Lou Greim seconded. Motion approved.
- 4. Approval of Trans Trust Financials – March & April, 2018:** Chad Birdsong, Director of Public Works, briefed the Authority of the Financial Statements for Transportation Trust from March and April of this year. Reggie St. John motioned to approve the Trans Trust Financials presented. Mary Lou Greim seconded. Motion approved.
- 5. Approval – Funding Request for Roof Hatch:** Molly McGovern, City Manager, briefed the Authority of the request for approval of a roof hatch purchase and installation for the roof located at 218 South Street (the Old Bank Building). Of the quotes received, TNG was the low bid and also gave the option of a wood ladder or metal ladder. Mike Edwards motioned to approve the funding of \$2100.00 for a roof hatch with metal ladder and installation. Reggie St. John seconded. Motion approved.
- 6. Discussion – Roof Projects:** Molly McGovern, City Manager, discussed the need to replace the roofs of three buildings the city owns; the old Community Center (112 South Thompson), the Hall of Waters (201 E. Broadway), and the old Bank Building (218 South Street). An infrared scan of the roofs confirmed this, and the city will be working on the bid specifications.
- 7. Comments:** There were no comments.
- 8. Adjourn:** The meeting adjourned at 4:40 pm. The next meeting is scheduled for Monday, June 11, 2018 at 4:00 pm.

Susan Conyers, Authority Secretary

Capital Improvements Authority
Minutes of Regular Meeting
July 9, 2018 at 4:00pm at the Community Center, 500 Tiger Drive

1. Roll Call:

Present: Mike Edwards, Jason Cole, Estella Morrison, Tray Harkins, Reggie St. John, and Mayor Brad Eales.

Absent: Mary Lou Greim.

Also Present: Public Works Director Chad Birdsong, Parks and Recreation Director Nate Williams, Fire Chief Paul Tribble, Chief of Police Clint Reno, Director of Economic Development Melinda Mehaffy, Project Manager Larry Murry, City Manager Molly McGovern, Building Superintendent TR Kennedy, Director of Administrative Services Steve Marriott, Community Center Director Jesse Hall and Authority Secretary Susan Conyers.

- 2. Approval of Minutes of May 14, 2018:** Tray Harkins motioned to approve the May 14, 2018 meeting minutes; Mike Edwards seconded. Motion approved.
- 3. Approval of Budget Spreadsheets – May 2018:** Steve Marriott, Director of Administrative Services briefed the Authority of the budget spreadsheets from May of this year. Mike Edwards motioned to approve the May 2018 spreadsheet totals as presented. Reggie St. John seconded. Motion approved.
- 4. Approval of Trans Trust Financials – May 2018:** Chad Birdsong, Director of Public Works, briefed the Authority of the Financial Statements for Transportation Trust from May of this year. Tray Harkins motioned to approve the Trans Trust Financials of May 2018 as presented. Reggie St. John seconded. Motion approved.
- 5. Approval – Request to Replenish Funds:** Chad Birdsong, Director of Public Works, briefed the Authority of the request to replenish funds in the Miscellaneous Concrete Repair Fund, Snow Removal Fund, and Infrastructure Fund, as well as bus purchase match money for the Transportation Department. The request is to allocate \$139,300.71 into the Miscellaneous Concrete Repair Fund, \$8,489.73 into the Snow Removal Fund, \$71,185.58 into the Infrastructure Fund, and \$13,907.88 match money for a bus purchase for the Transportation Department for a total of \$232,883.90. Reggie St. John motioned to approve the request of \$232,883.90 be allocated into the individual funds. Mike Edwards seconded. Motion approved.
- 6. Discussion – Roof Projects:** Molly McGovern, City Manager discussed that the City is taking bids on roof projects for three buildings owned by the City. Those roof projects will be for 218 South Street (Old Bank Building), 112 S. Thompson (Old Community Center), and 201 E. Broadway (Hall of Waters). Larry and TR are present to answer any questions.
- 7. Comments:** Police Chief Reno updated the Authority on the MARRS project and that he is waiting on a report on the tower. Chad Birdsong, Director of Public Works discussed blighted properties, drainage study, Golf Course Clubhouse, Golf Course Pavilion, and Superior Well Pagoda. The Crown Hill Mausoleum was mentioned and isn't expected to be in the 5 year plan of projects. Concrete sidewalks were also discussed.
- 8. Adjourn:** The meeting adjourned at 4:28 pm. The next meeting is scheduled for Monday, August 13, 2018 at 4:00 pm.

Susan Conyers, Authority Secretary