

Capital Improvements Authority
Minutes of Regular Meeting
May 11, 2009 - 4:00 p.m.

Present: Jim Alderson, Bob Ingle, Mike Edwards, Bob Gerdes, Jack Halferty, Estella Morrison, and Carolyn Schutte.

Absent: None.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, Devery Hunt, Public Works Administrative Assistant, Marlyn Atkinson, Airport Board Vice Chairman.

1. **Approval of Minutes:** Bob Ingle motioned to approve minutes of the April 13, 2009 meeting; Mike Edwards seconded. Motion unanimously approved.
2. **Review – Budget Spreadsheet:** Chad Birdsong, Public Works Director reviewed the Budget Spreadsheet for March 2009. The beginning balance is \$2,069,711.63. Total Revenues equal \$72,526.18. Total expenses of \$36,812.52 leave a Total Ending Balance of \$2,105,425.29. Committed Funds were reviewed leaving a Total Spendable Cash Balance of \$1,225,874.59. Bob Gerdes motioned to approve the March totals; Mike Edwards seconded. Motion unanimously approved. The Authority reviewed the Capital Improvement Sales Tax spreadsheet that includes April 2009 and the Capital Improvements Sales Tax Receipts Net of TIF through March 2009.
3. **Approval – Credit Card Fueling Station for Excelsior Spring Airport:** David Haugland, City Manager briefed the Authority on the request for funds not to exceed \$20,000 for the installation of a credit card fueling station at the Excelsior Springs Airport. Marlyn Atkinson, Airport Board Vice Chairman is in attendance to help explain the request. The City is working with the State to acquire funding to overlay the runway and taxiways. Fuel has not been obtainable at this airport for two years. Only two tenants have left because of no fuel but activity would increase if it's added. The amount requested would be a loan from the Capital Improvements until the Airport receives the revenues. Ron Holmes commented that fuel would be the first step to improvements and would cause people to make the stop into Excelsior Springs. Many improvements are being discussed at the Airport Board Meetings. The City is in discussion with the State regarding the entrance from 10 Highway onto old 10 Highway to straighten it. This will take the curve out of the road, give additional runway space, and increase traffic. This airport can grow if changes are made. The fuel should be at a competitive price. Other airports build hangars and have tenants own the space paying \$600 a year. Fly-Ins and events can be scheduled at the airport again. The space at the airport has room to add eight or ten additional hangars toward the taxiway and room for more on the other side about a half a mile down. New hangars with concrete floors would cost approximately \$35,000 depending on the luxury of the hangar. Bob Ingle motioned to approve the funding; Estella Morrison seconded. The motion unanimously approved. The Airport Board members were commended for the cleaning done inside and out at the airport.
4. **Discussion – Blighted Property Fund:** David Haugland, City Manager discussed the fund with the Authority. Three properties are being reviewed at this time; 300 E. Broadway, 332 E. Broadway, and 309 Isley. As one of the items involved in the Master Plan, 309 Isley would be purchased for demolition. This will change an entrance to the downtown area at 10 Highway

and Thompson and give a designated entrance at Isley Blvd. and Saratoga Street from the East side. In the future, houses that remain on Excelsior Street would like to be purchased to create a new neighborhood and look to open up the area for two-way streets. The purchase of properties on the East Side is necessary to draw tourist traffic. DEP is finishing the work to the church and getting ready to purchase the property at 328 E. Broadway from the City.

5. **Comments:** Questions were answered regarding the renewal of the refuse contract and red light cameras. Authority members expressed their excitement regarding the changes and activity to the airport and would like to see money spent on the East Side of town to improve the downtown. Eventually, they would like to get to the point where people can purchase a townhouse on Excelsior Street or in the downtown area. May 20th is the next Steering Committee Meeting.
6. **Adjourn:** The meeting adjourned at 5:20 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
June 8, 2009 - 4:00 p.m.

Present: Jim Alderson, Bob Ingle, Mike Edwards, Jack Halferty, and Carolyn Schutte.

Absent: Bob Gerdes and Estella Morrison.

Also Present: Chad Birdsong, Public Works Director, Devery Hunt, Public Works Administrative Assistant.

Approval of Minutes: Jim Alderson motioned to approve minutes of the May 11, 2009 meeting; Jack Halferty seconded. Motion unanimously approved.

Review – Budget Spreadsheet: Chad Birdsong, Public Works Director reviewed the Budget Spreadsheet for April 2009. The beginning balance is \$2,105,425.29. Total Revenues equal \$54,316.29. Total expenses of \$1,730.75 leave a Total Ending Balance of \$2,152,290.13. Committed Funds were reviewed leaving a Total Spendable Cash Balance of \$1,262,930.68. Mike Edwards motioned to approve the April totals; Jim Alderson seconded. Motion unanimously approved.

3. **General Discussion:** A lengthy discussion was held pertaining to the demolition of houses and slated properties, mowing, the DEP Organization getting a Director, and all details and changes to the downtown area that are included in the new Master Plan.
4. **Comments:** None.
5. **Adjourn:** The meeting adjourned at 5:10 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
July 13, 2009 - 4:00 p.m.

Present: Jim Alderson, Bob Gerdes, Mike Edwards, Estella Morrison, and Carolyn Schutte.

Absent: Jack Halferty and Bob Ingle.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, Devery Hunt, Public Works Administrative Assistant, Kent Cantrell, Fire Chief, John McGovern, Police Chief, Clint Reno, Police Lieutenant, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Mike Edwards motioned to approve minutes of the June 8, 2009 meeting; Jim Alderson seconded. Motion unanimously approved.

Review – Budget Spreadsheet: Chad Birdsong, Public Works Director reviewed the Budget Spreadsheet for May 2009. The beginning balance is \$2,152,290.13. Total Revenues equal \$40,722.83. Total expenses of \$30,639.08 leave a Total Ending Balance of \$2,163,582.32. Committed Funds were reviewed leaving a Total Spendable Cash Balance of \$1,291,235.84. The Blighted Property Fund total is near zero. The 403 Benton Pagoda is approximately \$3,300, the group helping with this project will donate the labor. The Airport Gas Card Reader is looking for a tank suitable for the system, should be ready in the near future. Estella Morrison motioned to approve May totals; Bob Gerdes seconded. Motion unanimously approved.

3. **Additional Funds for Fire Station Repair:** The completed project exceeded the estimates given in the beginning. Construction Services had additional labor costs for the installation of Nova Brick and slight increases to the overall project, that were unforeseen, created additional costs to the original estimates. The overage is \$8,741.82. Bob Gerdes motioned to approve additional funding; Estella Morrison seconded. Motion unanimously approved.
4. **Survey of Hall of Waters North & West Terrace Walkways:** Frank Davis, Director of Planning & Zoning was unable to attend the meeting. This item will be added to the August Agenda when Davis can present.
5. **Comments:** Clarification of the Blighted Property Funds was discussed. Originally, this was in the General Fund but now it is the Blighted Property Fund, established in October 2007 with \$50,000.00. As of today \$180,000.00 is allocated. The multi-

family properties of 328 E. Broadway and 211 E. Excelsior Street were purchased with DEP in mind. DEP will reimburse the City when these properties are purchased and put the money back into the Fund. Some properties are vacant lots, some have not been demolished. Eventually, new homes will be constructed in these areas according to the master plan. The Police Department invited Authority members to tour the Police Station to see what Capital Improvements money was used for.

6. **Adjourn:** The meeting adjourned at 4:40 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
August 10, 2009 - 4:00 p.m.

Present: Jim Alderson, Bob Gerdes, Mike Edwards, Bob Ingle, Estella Morrison, and Carolyn Schutte.

Absent: Jack Halferty.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, Devery Hunt, Public Works Administrative Assistant, Kent Cantrell, Fire Chief, John McGovern, Police Chief, Clint Reno, Police Lieutenant, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Bob Gerdes motioned to approve minutes of the July 13, 2009 meeting; Estella Morrison seconded. Bob Ingle was not in attendance during the July meeting and did not vote. Motion approved.

Review – Budget Spreadsheet: Chad Birdsong, Public Works Director reviewed the Budget Spreadsheet for June 2009. The beginning balance is \$2,163,582.32. Total Revenues equal \$146,406.36. Total expenses of \$123,461.26 leave a Total Ending Balance of \$2,185,571.99. Committed Funds were reviewed leaving a Total Spendable Cash Balance of \$1,435,874.12. Authority members would like to see the bar charts again. Mike Edwards motioned to approve June totals; Bob Ingle seconded. Motion unanimously approved.

3. **Limited Conditions Survey of the Hall of Waters North & West Terrace Walkways:** The Planning & Zoning Department would like to seek approval for the allocation of funds to conduct a limited conditions survey of the Hall of Waters North and West Terrace Walkways, specifically the original concrete and additional top layers. The proposal includes architectural and engineering work totaling \$14,800.00. Overall preservation of the building and issues regarding the safety of the public have lead to the Planning Department and City Manager to acquire the architectural firm of Susan Richards Johnson & Associates to oversee the core sampling, laboratory analysis of the samples and the results, and examination of repairs and/or replacement that will take place once restoration of the supporting walls begins. No contract with the city is required. Bob Ingle motioned to approve the allocation of funds for the survey; Bob Gerdes seconded. Motion unanimously approved.
4. **Request for Funding for Police Station Water Leakage:** Lieutenant Clint Reno thanked Authority members for the improvements completed at the Police Station so

far. This request is to address water leakage into the detention area, booking area, and associated hallways on the south side of the building. With the assistance of Public Works Director, Chad Birdsong, preliminary exploration has been done and a written report from Tremco, Inc. offers a correction to the problem for \$100,000.00. Another recommendation is to have an engineering firm or the engineering firm that built the building look at the problem and offer a solution. The estimated cost of exploration is \$9,000.00. Bob Gerdes motioned to approve the study; Estella Morrison seconded. Motion unanimously approved. Lieutenant Reno presented a second project to the Authority for discussion only. A portion of the parking lot of the Police Station on the south side needs repaired or replaced, photo's included. Chad Birdsong will look at the parking lot and give an estimate of the area to be replaced and the cost. The goal is to make the repairs before this winter. This issue is being brought to the Authority's attention for approval during a future meeting.

5. **Comments:** The Authority questions paying for maintenance on City buildings, is maintenance really a Capital Improvement? In discussion, the Fire Department mentioned to authority members that City budgets for department maintenance is only \$4,000, they have to look to other sources for funding. Mayor Schutte requests a budget plan sheet with items allocated for next year. Mayor Schutte would also like to establish a group known as "Friends of the Hall of Waters" to help make decisions regarding this building.
6. **Adjourn:** The meeting adjourned at 5:25 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

**Capital Improvements Authority
Minutes of Regular Meeting
September 14, 2009 - 4:00 p.m.**

Present: Jim Alderson, Mike Edwards, Bob Gerdes, Jack Halferty, and Bob Ingle.

Absent: Estella Morrison and Carolyn Schutte.

Also Present: Chad Birdsong, Public Works Director, Devery Hunt, Public Works Administrative Assistant, Kent Cantrell, Fire Chief, John McGovern, Police Chief, and Clint Reno, Police Lieutenant.

Approval of Minutes: Bob Gerdes motioned to approve minutes of the August 10, 2009 meeting; Jim Alderson seconded. Motion approved.

Review – Budget Spreadsheet: Chad Birdsong, Public Works Director reviewed the Budget Spreadsheet for July 2009. The beginning balance is \$2,185,571.99. Total Revenues equal \$57,415.92. Total expenses of \$33,140.89 leave a Total Ending Balance of \$2,212,763.01. Committed Funds were reviewed leaving a Total Spendable Cash Balance of \$1,498,295.09. Authority members would like to see the bar charts again. Jack Halferty motioned to approve July totals; Jim Alderson seconded. Motion approved.

3. **Request Consideration of Funding For Parking Lot Repair:** At the August meeting, the Police Department discussed the need to make some repairs to the parking lot at the Police Station. Public Works Director, Chad Birdsong looked at the parking lot and submitted a cost estimate for Construction Services to repair; the estimate is \$4,992.00. The necessary repairs would like to be made before this winter. Bob Gerdes motioned to approve the repairs at that cost; Mike Edwards seconded. Motion approved.
4. **Funding of Emergency Sirens:** Fire Chief, Kent Cantrell briefed the authority of the successful testing of the sirens for Phase I and recommends completion of Phase II. Total cost to complete Phase II is estimated at \$85,139.20. The estimate includes installation of new Class 2 poles at each site. If the estimated amount holds true, the total project cost will be \$153,376.12. The project would be in excess of \$3,376.12 of the \$150,000 the Authority allocated in May. Bob Gerdes motioned to approve the additional allocation of \$10,000 to the project; Mike Edwards seconded. Motion approved.
5. **Comments:** None.

6. **Adjourn:** The meeting adjourned at 5:10 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

**Capital Improvements Authority
Minutes of Special Meeting
September 28, 2009 - 12:00 p.m. (Noon)**

Present: Jim Alderson, Mike Edwards, Bob Gerdes, Jack Halferty, and Carolyn Schutte.

Absent: Estella Morrison and Bob Ingle.

Also Present: David Haugland, City Manager, Todd Probasco, Building Inspector, Dan Kirkpatrick, Airport Manager, and Shannon Stroud, Authority Secretary.

Approval of Funding For Airport Fuel Tank: Todd Probasco, Building Inspector and Staff member for the Excelsior Springs Memorial Airport, briefed the authority regarding bids and details in choosing the fueling system. Currently, the tank is a 500 gallon tank and is an inadequate size according to regulation. Transport has no room and can not get to the tank to unload. Three bids were reviewed with the bid of choice going to Double Check Company, Inc. Double Check has been used in the past and their bid includes everything needed. Total cost from Double Check is \$37,924.00 which includes the cost of \$800.00 to set the tank and give us a 3,000 gallon tank that meets regulation. The City has means to install the tank so the \$800.00 will be taken out. The card reader was not in the original allocation of \$20,000 but is included in this bid and would be installed and connected to the Finance Department. The request is for an additional \$20,000 to accompany the \$20,000 previously allocated. Authority members asked if this was a loan and if so, what are the terms. In looking at the Airport's history from last year, a five year term would be sufficient. Bob Gerdes motioned to approve the additional \$20,000; Jim Alderson seconded. Motion approved.

2. **Comments:** Mayor Schutte is appointing Jerry Woods to the Airport Board at the next Council meeting. The inspection just conducted with MODOT at the airport only had 2 issues to deal with, all other areas were sufficient. The grant being applied for will take care of the items to repair. Authority members are happy with the progress shown by the Airport Board.

3. **Adjourn:** The meeting adjourned at 12:20 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
January 11, 2010 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Bob Gerdes, Jack Halferty, Bob Ingle, Estella Morrison, and Carolyn Schutte.

Absent: None.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, Devery Hunt, Public Works Administrative Assistant, Kent Cantrell, Fire Chief, Steve Marriott, Director of Administrative Services, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Mike Edwards motioned to approve minutes of the Meeting on November 9, 2009; Bob Gerdes seconded. Motion approved with Bob Ingle abstained.

Review – Budget Spreadsheet: Steve Marriott, Director of Administrative Services reviewed the Budget Spreadsheet for October through December 2009. The numbers are down, this happens from year to year. The gross and net are flat. The Beginning Balance is \$2,199,545.69. Total Revenues are \$147,908.41. Total Expenditures of \$240,345.77 leave a Total Ending Balance of \$2,107,108.33. Committed Funds were reviewed leaving a Total Available Cash Balance of \$1,613,896.04. Bob Gerdes motioned to approve the spreadsheet totals; Estella Morrison seconded. Motion approved.

3. **Hall of Waters Terraces Rehabilitation Project:** City Manager, David Haugland briefed Authority members and introduced the new Planning and Zoning Director, Nick Pappas. Nick is finishing his graduate studies at the University of Kansas and will be available in the evening by appointment until graduation. The City of Excelsior Springs was notified that they received a grant through the Federal Historic Preservation Fund for \$100,000.00 to rehabilitate the west and north terraces of the Hall of Waters Building. At the same time, the steps off the circle drive and a new ADA ramp should be replaced. The City Manager is requesting funds totaling \$66,970.00 for two agreements with Susan Richards Johnson & Associates, Inc. for the architectural and structural engineering fees needed to facilitate this project. Bob Gerdes motioned to approve the amount; Jim Alderson seconded. Motion approved.
4. **Comments:** David Haugland, City Manager gave an update on housing and demo projects. The houses purchased on Saratoga, Excelsior Street, and the 12 unit apartment buildings on Broadway Avenue will be converted to single family homes

with 1200 to 1300 square feet and 6 unit apartment buildings to coincide with the City's Master Plan. The water and sewer systems would be redone as new developments. Molly McGovern is working with the owners of the Royal Hotel and Wyman School. The City is aware of buyers for both properties if a reasonable purchase price can be determined; if not then dangerous building proceedings will take place. The quick process for snow removal and supplying food to home bound seniors was discussed and suggested to put the system into place during extreme heat and emergency situations.

5. **Adjourn:** The meeting adjourned at 4:50 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
April 12, 2010 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Bob Gerdes, and Jack Halferty.

Absent: Carolyn Schutte and Estella Morrison.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, Steve Marriott, Director of Administrative Services, John McGovern, Police Chief, Clint Reno, Lieutenant, Tim Jarman, Director of Golf, Nick Pappas, Director of Planning and Zoning, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Jack Halferty motioned to approve the March 8, 2010 minutes; Jim Alderson seconded. Motion approved.

Approval: Budget Spreadsheet: Steve Marriott, Director of Administrative Services reviewed the Budget Spreadsheet for March 2010. The Beginning Balance is \$2,269,499.86. Total Revenues are \$63,135.79. Total Expenditures of \$42,601.28 leave a Total Ending Balance of \$2,290,034.37. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,713,731.02. The Gross Sales Tax allocation is flat. Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month is attached for your review. The revenue comparison is through March 2010, not February. The numbers are not as flat as other cities. Bob Gerdes motioned to approve the spreadsheet totals; Jack Halferty seconded. Motion approved.

3. **Approval: Re-Allocate to Cart Path Repair Project:** Tim Jarman, Director of Golf briefed Authority members of the Golf Boards request to relinquish funds from the “Greens Repair Project” to Re-Allocate the \$45,000.00 and acquire additional funds for the “Cart Path Repair” Project. The board recognizes the extreme need for repair of the cart paths. Construction Services could complete 4 miles of paths in concrete, Chad Birdsong is reviewing the cost. The numbers provided are revenues generated in 2009; they anticipate the same amount of revenue in 2010 plus additional funding from newly instigated programs such as tournaments, fundraisers, raffles, etc. Gerald Edwards, Golf Board member commented on the complications with prevailing wage and the outside contractor slated to complete the project. Construction Services will bid the job but with it being their busiest season, another option is for Golf to hire 3 extra part time seasonal workers in cooperation with the Parks and Recreation Department to supervise which will lower the cost and get the cart paths repaired quickly and inexpensively.

Bob Gerdes motioned to approve a new allocation of \$45,000.00 to cart path repair and allocate an additional amount of \$55,000.00 to make the total allocation of \$100,000.00 for cart path repair; Jim Alderson seconded. Motion approved.

4. **Approval: Police Station Plaza Water Leak:** John McGovern, Police Chief addressed the Authority. With guidance from Chad Birdsong, Public Works Director, Reed Architects from Liberty, Missouri reviewed and developed a plan that will solve the water leak. The project went out for bid in March with the opening on Thursday, April 8, 2010. The bid was awarded to Glenn Rodgers Construction of \$96,486.00 and the Police Department is asking to add a 10% contingency amount bringing the total requested allocation to \$106,134.00. The project can be completed within 75 days of Notice. Bob Gerdes motioned to approve the bid and repair in the amount of \$106,134.00; Jack Halferty seconded. Motion approved.

Approval: Allocation of Funds to Blighted Property Fund: Dave Haugland, City Manager addressed the Authority to request additional funds for blighted properties. There is \$48,000.00 left in the fund which is slated for 3 properties that have asbestos and will require the \$40,000.00 to remove. There are 3 vacant lots on Excelsior Street, owned by Ralph Eames that can be bought by the City for \$16,500.00. Another property at the corner of Broadway and Kansas City Avenue, that if acquired would be torn down and would create a good location for an entrance sign into downtown. Both properties are slated in the DREAM Initiative and on the Master Plan. The request is for an additional \$50,000.00. Bob Gerdes motioned to approve the additional \$50,000.00 to the Blighted Property Fund; Jim Alderson seconded. Motion approved.

Discussion: Hall of Waters Terraces Rehabilitation Project: Dave Haugland, City Manager addressed the Authority to request funds for the Terrace Rehabilitation Project. Piers and steel beams will stabilize and fix the walls. The pre-bid walk through had a large turnout and went well. Architects say the project will be complete with the grant money of \$100,000.00 and an additional \$400,000.00. The first step of the project will need to be complete by July 31, 2010. This item is not on the agenda therefore, this is a discussion item for future approval from the Authority. A special meeting may be called for approval and to meet the deadline.

Comments: Animal Shelter – discussion took place with the need for the new Animal Shelter. In the past \$15,000.00 was allocated to do a study but the State is not happy with the condition of the existing Animal Shelter and is pressing for the new facility. The \$15,000.00 will now go towards what we can afford to get started and be designed for future expansion. The new shelter will be located near our public works facility. It will be located on the piece of property that is currently used for Parks and Recreation Soccer fields. Utilizing this spot will be less expensive and gives room to expand. City owned Apartment Building – the red brick, 12 plex the city owns has a historical recognition and is now observed as Federal recognition. The City and DEP are working towards a suitable solution for this property. Sirens – the new sirens were tested with a satisfactory result. The money left from the sirens will stay in the account

for future annexation.

Adjourn: The meeting adjourned at 5:05 pm.

Shannon Stroud

Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
June 28, 2010 - 4:00 p.m.

Present: Jim Alderson, Bob Gerdes, Jack Halferty, Estella Morrison, and Carolyn Schutte.

Absent: Mike Edwards.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, Steve Marriott, Director of Administrative Services, Clint Reno, Police Lieutenant, Eric Lane, Golf Superintendent, Nick Pappas, Director of Planning and Zoning, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Bob Gerdes motioned to approve the May 10, 2010 minutes; Jim Alderson seconded. Motion approved.

Approval: Budget Spreadsheet: Steve Marriott, Director of Administrative Services reviewed the Budget Spreadsheet for May 2010. The Beginning Balance is \$2,327,938.07. Total Revenues are \$45,030.22. Total Expenditures of \$97,133.06 leave a Total Ending Balance of \$2,275,835.23. Committed Funds were reviewed individually and need reviewed by departments to determine which line items may be deleted. The Total Available Cash Balance is \$1,272,422.80. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included for your review. Estella Morrison motioned to approve the spreadsheet totals; Jack Halferty seconded. Motion approved.

3. **Discussion: Sidewalk Program:** Chad Birdsong, Director of Public Works briefed Authority members. Mr. Royce Troutman at 234 Old Orchard is requesting to utilize the Capital Improvements Sidewalk Program for the concrete for approximately 4 yards from Green Ready Mix. Mr. Troutman met all construction standards and inspections, the new sidewalk is complete. Bob Gerdes would like to see more activity out of the sidewalk program and to get the word out to the public.

Approval: Funding of Architectural Services for Animal Shelter: Clint Reno, Police Lieutenant briefed Authority members. Previously, \$15,000.00 was allocated for a needs assessment study for the project. After further discussion among city staff, the \$15,000 would be better utilized if applied towards architectural fees for the project. Staff proceeded with a Request for Qualifications process to select and interview architectural firms. Two firms were selected and both have significant experience for this type of project. The firm of Williams Spurgeon Kuhl and Freshnock Architects, Inc. (WSKF) has been selected. The Capital Improvements Authority is being asked to

allocate an amount not to exceed \$40,000.00 which includes the original allocation of \$15,000.00 plus an additional \$25,000.00 for architectural services and set for future expansion. Estella Morrison motioned to approve the allocation of \$40,000.00; Bob Gerdes seconded. Motion approved.

5. **Approval: Purchase of Used Tractor and Deep Tine Machine:** Eric Lane, Golf Superintendent briefed Authority members. Due to contractor dispute issues, the Golf Board had to abandon the “Greens Repair Project” and has decided to come back to the Capital Improvements Authority to seek funding for the purchase of a used Tractor/Deep Tine Equipment. The Golf Course currently contracts this type of machine 3 times a year. If this piece of equipment can be purchased the greens and tees can be managed more than 3 times a year and the equipment can be revenue; other area courses might lease it from us. Jim Alderson motioned to approve \$23,000 for the purchase of the machine; Bob Gerdes seconded. Motion approved.
6. **Approval: Fuel Tank Bollards Project:** Chad Birdsong, Director of Public Works briefed Authority members. The Department of Agriculture requires 28 bollards to be installed 6’ long on 4’ centers at the fuel tank to protect the line. Total cost for this project is \$5,476.18. Bob Gerdes motioned to approve the cost; Estella Morrison seconded. Motion approved.
7. **Approval: Asphalt Repair:** Chad Birdsong, Director of Public Works briefed Authority members. There were holes at the entrance of the airport that would cause planes to chip their props. To keep the fuel operation running, asphalt repair was needed. The repair was completed by Construction Services at a cost of 2,597.60. Bob Gerdes motioned to approve the cost; Estella Morrison seconded. Motion approved.
8. **Comments:** Since the lack of a quorum at the last meeting, Jack Halferty will send an email response to Shannon Stroud after receiving the notice of a Capital Improvements meeting. Estella Morrison will not be in town for the July 12, 2010 meeting. Bob Gerdes and Estella Morrison express the need for the Animal Shelter and suggest having an Open House once it’s finished.
9. **Adjourn:** The meeting adjourned at 4:55 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
July 12, 2010 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Bob Gerdes, Jack Halferty, Bob Ingle, and Carolyn Schutte.

Absent: Estella Morrison.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, Steve Marriott, Director of Administrative Services, John McGovern, Police Chief, Clint Reno, Police Lieutenant, Nick Pappas, Director of Planning and Zoning, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Bob Gerdes motioned to approve the June 28, 2010 minutes; Jim Edwards seconded. Bob Ingle abstained. Motion approved.

Approval: Budget Spreadsheet: Steve Marriott, Director of Administrative Services reviewed the Budget Spreadsheet for June 2010. The Beginning Balance is \$2,275,835.23. Total Revenues are \$65,935.25. Total Expenditures of \$16,095.89 leave a Total Ending Balance of \$2,325,674.59. Committed Funds were reviewed individually; Isley Bridge Trail Connector, McCleary Road, and the Way-Finding Project are line items that haven't had activity and should be reviewed for removal from the Committed Funds. The Total Available Cash Balance is \$1,279,186.68. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included for your review. Mike Edwards motioned to approve the spreadsheet totals for June; Jack Halferty seconded. Motion approved.

3. **Approval: Park & Bioswale at Powell Lake and Old Fire Station Roof Repair:** Two items are highlighted within the Committed Funds; the Park and Bioswale @ Powell Lake and the Old Fire Station Roof Repair. The Park has not been discussed since April 2009 and a determination could not be made for the best use of the Old Fire Station so those amounts are recommended for removal from the Committed Funds. Bob Ingle motioned to approve; Bob Gerdes seconded. Motion approved.

Approval: Change Order Request – Hall of Waters Terrace Rehabilitation: Two change orders are submitted for the rehabilitation totaling \$74,294.00. Additional labor and disposal costs are due to an unanticipated thickness of the topping slab. The second change is due to the full depth structural slab replacement of the Northwest terrace corner. The structural slab was found to be unsound and will need replaced

prior to the continuation of normal work. Bob Gerdes motioned to approve the change orders totaling \$74,294.00; Jim Alderson seconded. Motion approved.

5. Comments: It was recommended to invite a representative from the Parks and Recreation Department to the next Capital Improvements Meeting to review their projects and give updates to clean up the Budget Spreadsheet. The Police Department sent the agreement for the Animal Shelter to the City Attorney and it should be on the next Council Agenda. The question was raised regarding the costly amount of repairs to the Hall of Waters building; do we continue making repairs or not. Nick Pappas applied for the Save America Treasures Grant and should receive an answer in October 2010. Discussion continued regarding the large expense to repair the Hall of Waters Building; where are we going with the building, the years of neglect, and the expense to rehabilitate.

6. Adjourn: The meeting adjourned at 4:55 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
August 9, 2010 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Bob Gerdes, Jack Halferty, Bob Ingle, and Estella Morrison.

Absent: Carolyn Schutte.

Also Present: Chad Birdsong, Public Works Director, Steve Marriott, Director of Administrative Services, Clint Reno, Police Lieutenant, Kent Cantrell, Fire Chief, Larry Murry, Building Official, Tim Jarman, Golf Director, Eric Lane, Golf Superintendent, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Bob Gerdes motioned to approve the July 12, 2010 minutes; Mike Edwards seconded. Motion approved.

Approval: Budget Spreadsheet: Chad Birdsong, Public Works Director reviewed the Budget Spreadsheet for July 2010. The Beginning Balance is \$2,325,674.59. Total Revenues are \$65,580.03. Total Expenditures of \$129,358.09 leave a Total Ending Balance of \$2,261,896.53. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,352,944.83. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included for your review. Estella Morrison motioned to approve the spreadsheet totals for July; Jim Alderson seconded. Motion approved.

3. **Approval: Close Out of Bus Signage & Equipment and Wayfinding Project:** Two items are highlighted within the Committed Funds for removal; the Bus Signage and Equipment and the Wayfinding Project. Steve Marriott spoke with Parks and Recreation Department; the Director was to bring playground equipment before Capital Improvements but did not receive the bids before this meeting. Mike Edwards motioned to close the two line items; Estella Morrison seconded. Motion approved.

Approval: Greens Roller Purchase: Tim Jarman, Director of Golf and Eric Lane, Golf Superintendent explained the purchase. This piece of equipment will be used everyday and will not be rented to other courses. Authority members asked questions and determined that the greens are the most important part of the course to a golfer and this piece of equipment is needed. Authority members requested a strategic plan from Golf for future needs. Estella Morrison motioned to approve the greens roller purchase not to exceed \$12,000.00; Jim Alderson seconded. Motion approved.

5. **Comments:** Authority members asked questions regarding the Excelsior Springs Memorial Airport; will the runway be sealed, what is the future of the airport, and how does it fit into the master plan.
6. **Adjourn:** The meeting adjourned at 5:00 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

**Capital Improvements Authority
Minutes of Regular Meeting
September 13, 2010 - 4:00 p.m.**

Present: Jim Alderson, Mike Edwards, Bob Gerdes, Carolyn Schutte, Bob Ingle, and Estella Morrison.

Absent: Jack Halferty.

Also Present: Devery Hunt, Public Works Administrative Assistant and Clint Reno, Police Lieutenant.

Approval of Minutes: Jim Alderson motioned to approve the August 9, 2010 minutes; Estella Morrison seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for August 2010. The Beginning Balance is \$2,261,896.53. Total Revenues are \$33,406.52. Total Expenditures of \$170,430.74 leave a Total Ending Balance of \$2,124,872.31. Committed Funds were reviewed individually with discussion to remove the Tractor & Deep Tine Machine line item. The Total Available Cash Balance is \$1,374,587.29. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included for your review. Bob Gerdes motioned to approve the spreadsheet totals for August with the removal of the Tractor and Deep Tine Machine for \$100.00; Estella Morrison seconded. Motion approved.

- 3. Presentation: WSKF Architects – Animal Control Center Design:** A presentation was given by Representatives of WSKF Architects on the design of the newly proposed Excelsior Springs Animal Shelter. Lieutenant Clint Reno was also in attendance to answer questions. After the presentation Capital Improvements Authority members were ready to vote on the design. Since the agenda item was discussion only a vote could not be taken. They agreed to hold a special meeting on Tuesday, September 28, 2010 at 4:00 pm for the approval of the Animal Control Center Design.

Comments: None.

- 5. Adjourn:** The meeting adjourned at 5:25 pm.

Devery Hunt
Administrative Assistant/Secretary to the Capital Improvements Authority

**Capital Improvements Authority
Minutes of Regular Meeting
November 8, 2010 - 4:00 p.m.**

Present: Jim Alderson, Mike Edwards, Jack Halferty, John Hill, Estella Morrison, and Carolyn Schutte.

Absent: Bob Ingle.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Mike Edwards motioned to approve the October 11, 2010 meeting minutes; Jack Halferty seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for October 2010. The Beginning Balance is \$2,108,218.91. Total Revenues are \$56,603.69. Total Expenditures of \$139,196.94 leave a Total Ending Balance of \$2,025,625.66. Committed Funds were reviewed individually. The Total Available Cash Balance is \$991,472.84. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included for your review. Authority members recommend taking the committed funds line items back to the departments for updating. Estella Morrison motioned to approve the spreadsheet totals for October 2010; Jack Halferty seconded. Motion approved.

3. **Discussion: Long Range Capital Improvement Plan:** David Haugland, City Manager began discussion of the attached Long Range Plan. Steve Marriott and David Haugland put together a 5 year plan then reviewed it with Nick Pappas, Planning and Zoning Director and Stephanie Baker, Human Resource Coordinator for a non-bias opinion of the plan. Some projects have money attached to it. Projects were reviewed individually. The plan will be reviewed and updated each year.
4. **Comments:** Authority members think the plan is a good starting point and good tool for prioritizing. The new Parks and Recreation Director should become involved once chosen.
5. **Adjourn:** Mike Edwards motioned to adjourn; Jack Halferty seconded. Meeting adjourned at 4:40 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
February 14, 2011 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Jack Halferty, John Hill, Bob Ingle (arrived at 4:30 pm), Estella Morrison, and Carolyn Schutte.

Absent: None.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, John McGovern, Police Chief, Steve Sellers, Interim Parks and Recreations Director, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Jim Alderson motioned to approve the September 13, 2010 meeting minutes; Estella Morrison seconded. Motion approved. Jim Alderson motioned to approve the November 8, 2010 meeting minutes; Jack Halferty seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for November and December 2010 and January 2011. The Beginning Balance for January is \$2,010,046.16. Total Revenues are \$143,404.90. Total Expenditures of \$81,315.89 leave a Total Ending Balance of \$2,072,135.17. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,410,752.83. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included for your review. John Hill motioned to approve the spreadsheet totals for November and December 2010 and January 2011; Jim Alderson seconded. Motion approved.

3. **Approval: Golf Cart Path Project:** Tim Jarman, Golf Director began discussion of the Cart Path Project.” As Phase One of the project is complete, funds for phase two are being requested. The amount requested for Phase Two is \$100,000.00. A description of the work is enclosed from Public Works Director Chad Birdsong. Many compliments have been received on Phase One. Authority members questioned the growth and longevity of the Golf Course and requested that Tim Jarman work with City Manager, David Haugland to bring detailed information to the next meeting regarding the economic impact of the Golf Course, revenues generated vs. the general fund and expenses.
4. **Approval: Walkway and Fishing Dock for Century Park:** Steve Sellers, Interim Parks and Recreation Director began discussion. Century Park is the most popular

park in Excelsior Springs. The plan this year is to reduce the amount of moss around the shoreline of the pond and make it easier to fish and to install a handicap walkway to a handicapped fishing dock. The plans include a concrete walkway and fishing dock with cover and railing. The fishing dock would extend over the water approximately 10 feet. Parks and Recreation would provide the labor to build the walkway and fishing dock. The cost is \$22,500.00 for design and engineering. Jack Halferty motioned to approve the Walkway and Fishing Dock; Bob Ingle seconded. Motion approved.

5. **Approval: Swing Set Replacements:** Steve Sellers, Interim Parks and Recreation Director, began discussion. Excelsior Springs Parks has 7 of the commercial type swing sets that have been placed on the dangerous equipment list. The collar and bolt system on the swing is on the restricted list. The swings have been removed. The cost to replace the swing sets, add mulch, and labor to install is approximately \$26,325.00. Jack Halferty motioned to approve the replacement; Bob Ingle seconded. Motion approved.
6. **Discussion: Update on 69 Highway Walking Trail:** Steve Sellers, Interim Parks and Recreation Director gave the update on Phase 3 of the Walking Trail. Modifications are being made by the Engineering Firm of Shafer, Kline and Warren which will convert the original proposed bridges to culverts. The project falls back into budget and should allow us to start this spring.
7. **Comments:** Jack Halferty recommended to all Authority members to bring their copy of the long range plan with them to each meeting and know it. Authority members only looked at the future of the Golf Course and need to look at Parks and Recreation next month and know their futures.
8. **Adjourn:** Meeting adjourned at 5:16 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
March 14, 2011 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Jack Halferty, Bob Ingle, and Carolyn Schutte.

Absent: Estella Morrison and John Hill.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, John McGovern, Police Chief, Steve Sellers, Interim Parks and Recreations Director, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Bob Ingle motioned to approve the February 14, 2011 meeting minutes; Jim Alderson seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for February 2011, presented by Steve Marriott, Director of Administrative Services. The Beginning Balance for February is \$2,072,135.17. Total Revenues are \$67,594.67. Total Expenditures of \$18,599.61 leave a Total Ending Balance of \$2,121,130.23. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,429,059.89. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included for your review. Mike Edwards motioned to approve the spreadsheet totals for February 2011; Bob Ingle seconded. Motion approved.

3. **Discussion: Retaining Wall at Fire Station:** Kent Cantrell, Fire Chief began the discussion and provided pictures of the wall. The hillside is cutting into the wall; a footer is needed to prevent this. Chief Cantrell doesn't feel that an engineer is needed and has requested assistance from Chad Birdsong, Director of Public Works and his crew. They will proceed and gather details for this project and return to the Capital Improvements Board next month.

4. **Updates: Parks and Recreation Department:** Steve Sellers, Interim Parks and Recreation Director gave updates. Thank you for approving our request to change out the swing sets, add mulch, and put in the walking trail and handicapped accessible fishing dock at Century Park. Steve Sellers met with MoDOT and has engineers working to alter the plan on the 69 Hwy Walking Trail Phase 3. Funds will probably not be requested until Fall 2011 and hope to have the trail operational by this time next year. Parks and Recreation is taking care of their facilities including re-modeling the maintenance shop and fixing numerous problems in the main building, and has money

to operate the youth and adult programs. They are also working with the Good Samaritan Center to start a Community Garden Project this year. Parks and Recreation will visit the Capital Improvements Authority in April to talk about the "Lane of Lights" Project. The project is on Parks ground and they would like to upgrade the electrical service in East Valley Park to add additional displays and create a "Safer" presentation.

5. **Comments:** Specific questions were asked from the updated Capital Improvements Plan FY 2011 Report. AC Units at the Police Station are on the list but are not needed at this time. Airport Maintenance is listed; are they going to visit the Authority with projection detail for their future? Authority members thought the runway needed repair but it is the taxiway that is bad. David Haugland is waiting to hear from the State to know what will need fixed first. The Mayor would like to see consideration given to the Christmas Committee and the old fire station building to store their lights. Haugland reported that someone is inquiring about the old Fire Station building and they have a designated purpose for it. Haugland also stated that \$50,000 - \$70,000 will be trimmed off the budget from the Animal Shelter project. Properties at 328 E. Broadway and 211 E. Excelsior Street are closer to being sold which will also put money back into the Capital Improvements Fund. This is Mayor Schutte's last Capital Improvements Meeting; after the election she is stepping down as Mayor. Bob Ingle noted that a difference is being made with successful progress through Capital Improvements and he would like to see it continue.
6. **Adjourn:** Mike Edwards motioned to adjourn; Bob Ingle seconded. Meeting adjourned at 4:55 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
April 11, 2011 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Jack Halferty, John Hill (arrived at 4:25 pm), Bob Ingle, and Carolyn Schutte.

Absent: Estella Morrison.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, John McGovern, Police Chief, Clint Reno, Police Lieutenant, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Mike Edwards motioned to approve the March 14, 2011 meeting minutes; Jack Halferty seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for March 2011, presented by Steve Marriott, Director of Administrative Services. The Beginning Balance for March is \$2,121,130.23. Total Revenues are \$38,707.30. Total Expenditures of \$1,999.75 leave a Total Ending Balance of \$2,157,837.78. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,467,300.75. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Bob Ingle motioned to approve the spreadsheet totals for March 2011; Jack Halferty seconded. Motion approved.

3. **Approval: Retaining Wall at Fire Station:** Kent Cantrell, Fire Chief began the discussion and provided pictures of the wall. The project that was discussed last month is to construct a retaining wall along the west side of the fire station. The initial estimate to complete the project is \$50,000.00. This figure is an estimate until the exact location of the property line is determined. The building is in close proximity to the property line; we may need to acquire easements from neighboring property owners, which would inflate the cost of the project. Chief Cantrell would like to do the project in phases when possible. Mike Edwards motioned to begin the project for \$50,000.00; Bob Ingle seconded. Motion approved.

4. **Approval: Funding of Air Conditioner Units at the Police Station:** John McGovern, Police Chief gave updates for the funding. The original units were installed in 1989 and there are 3 units. They want to go out for bid. Woods Heating and Cooling estimates the cost to be more than \$60,000.00. The units will be energy

efficient units. The Authority would like to consider ground source heat as well. A motion was made by Bob Ingle to go out for bid including ground source heat; Jim Alderson seconded. Motion approved.

5. **Comments:** None.

6. **Adjourn:** Mike Edwards motioned to adjourn; Bob Ingle seconded. Meeting adjourned at 4:35 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

Capital Improvements Authority
Minutes of Regular Meeting
May 9, 2011 - 4:00 p.m.

Present: Jim Alderson, Mike Edwards, Jack Halferty, John Hill (arrived at 4:25 pm), Bob Ingle, and Ambrose Buckman.

Absent: Estella Morrison.

Also Present: Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Devery Hunt, Public Works Administrative Assistant, John McGovern, Police Chief, Clint Reno, Police Lieutenant, Larry Murry, Building Official, Katie Noyd, Assistant Parks and Recreation Director, Steve Sellers, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Bob Ingle motioned to approve the April 11, 2011 meeting minutes; Mike Edwards seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for April 2011, presented by Steve Marriott, Director of Administrative Services. The Beginning Balance for April is \$2,157,837.78. Total Revenues are \$78,842.66. Total Expenditures of \$35,563.04 leave a Total Ending Balance of \$2,201,117.40. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,495,969.05. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Mike Edwards motioned to approve the spreadsheet totals for April 2011; Jack Halferty seconded. Motion approved.

3. **Approval: 2011 Culvert Replacement:** Chad Birdsong, Director of Public Works began the discussion and provided a slide show. The project is a culvert replacement on Wornall Road that is budgeted for the 2011 fiscal year. For this project, \$125,000.00 was budgeted to replace the Wornall culvert and that is the amount requested to begin the engineering with AGC Engineers out of Liberty; they have been used in the past and will be used for this project. The proposal is attached for the scope of services to complete the Wornall culvert and the engineering with a hydraulic analysis to size the new culverts on Woods and Waller Streets, budgeted in 2014. The Wornall culvert project is scheduled to begin later this year. Bob Ingle motioned to begin the project for a cost of \$125,000.00; John Hill seconded. Motion approved.

4. **Approval: Funding of Air Conditioner Units at the Police Station:** Clint Reno, Police Lieutenant gave updates for the funding. Authority member John Hill

recommended using ground source heat for a less expensive choice. The Police Department checked into that option but it was not less expensive due to the difficulty of the installation under the building and throughout the Police Departments parking lot. Three units need replaced and three bids were solicited; George Wood Heating and Cooling, O'Dell Service, and Fagan Company. A bid was not received back from the Fagan Company. Police recommend the bid from George Wood Heating and Cooling in the amount of \$77,950.00 from the Capital Improvements Funds to purchase the 3 air conditioner units. A motion was made by Bob Ingle to approve the request; Jack Halferty seconded. Motion approved.

5. **Comments:** Lane of Lights Expansion Proposal – Steve Sellers, Director of Parks and Recreation, Katie Noyd, Assistant Director of Recreation, Lisa Malay and Kim McElwee, Christmas Committee members presented the challenges, goals, and results of the Expansion Proposal. The Committee has worked with the Lane of Lights for 3 years now. The extension cords are inefficient and create possible safety issues, the temporary electrical panels are large and block the displays, and make access to new display areas inaccessible. The goal is to expand future display areas by approximately 50% and to install underground electrical lines with additional permanent panels and meters. The result is to drive through the Holiday display attracting residents and tourists for a positive community image and economic impact. The total projected cost for the expansion is \$21, 820.00. Public Works will be taking over some of the cost for labor. This is only a discussion item today but the issue will be placed on the June Capital Improvements Agenda for Approval. Authority members thanked Lisa Malay and Kim McElwee and praised their presentation. Parks and Recreation has reviewed their 5 year plan and needs to revise it. Jack Halferty asked for the new plan to be brought to the next meeting.

6. **Adjourn:** Meeting adjourned at 5:00 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

**Capital Improvements Authority
Minutes of Regular Meeting
June 13, 2011 - 4:00 p.m.**

Present: Jim Alderson, Mike Edwards, Estella Morrison, John Hill, Bob Ingle, and Ambrose Buckman.

Absent: Jack Halferty.

Also Present: Lisa Malay and Kim McElwee, Christmas Committee Representatives, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, John McGovern, Police Chief, Kent Cantrell, Fire Chief, Katie Noyd, Assistant Parks and Recreation Director, Steve Sellers, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Jim Alderson motioned to approve the May 9, 2011 meeting minutes with the amendment of John Hills comment; Mike Edwards seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for May 2011, presented by Steve Marriott, Director of Administrative Services. The Beginning Balance for May is \$2,201,117.40. Total Revenues are \$47,860.79. Total Expenditures of \$15,944.03 leave a Total Ending Balance of \$2,233,034.16. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,340,408.56. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Mike Edwards motioned to approve the spreadsheet totals for May 2011; Estella Morrison seconded. Motion approved.

3. **Approval: Finance Department Remodel Project:** Steve Marriott, Director of Administrative Services began the discussion. The project is a \$60,000 project that is included in the five year Capital Improvements plan for Finance Department office upgrades. Some of the things to accomplish are improved security at the cashier's window and in the remainder of the finance office, and improved functionality and appearance in that office. Steve Marriott has worked with the Susan Richards Johnson Architectural Firm to design a more-functional layout while preserving some of the historic nature of the building. A copy of the selected layout was provided. The goal is to make sure that the building is functional for all personnel working here and that the building remains useful for many years to come. The City's Insurance Representative suggests additional security in the Finance area. The approval is to bid out all aspects of this project and if approved, Steve Marriott will return to the Capital Improvements

Authority at a later meeting to present bids and seek approval to start work on the project. Authority members questioned if the intent was to remain in the Hall of Waters Building. Mike Edwards motioned to proceed with the bid process; John Hill seconded. Aye votes 4, Naye votes 2; motion approved.

4. **Approval: Light Fixture Replacement at Fire Station:** Kent Cantrell, Fire Chief gave began the discussion. All fluorescent light fixtures at the Fire Station utilize T12 bulbs and the manufacturer of these bulbs will discontinue production in January 2012; therefore the need to upgrade or replace the fixtures to the smaller T8 florescent tubes is necessary. The request is for \$9,000 to be allocated from the Capital Improvements Building Improvements funds to support the project. The quote is estimated and is taking into consideration a grant obtainable from Ameren Missouri, which will offset \$1,455.00 of the cost. The project must be completed before September 30, 2011 to be eligible for the grant. A motion was made by Bob Ingle to approve the request; Jim Alderson seconded. Motion approved.
5. **Discussion: Update on Retaining Wall Project:** Kent Cantrell, Fire Chief gave the update. The survey was completed which gained an extra foot of property. The adjoining property owner will be contacted. Landscaping blocks would be best and a few trees will need removed at the back of the property. An estimate will be obtained.
6. **Approval: Lane of Lights:** Katie Noyd, Assistant Director of Parks and Recreation addressed the Authority. The revised paperwork includes new totals which adds funds and revises locations in the park. Estella Morrison motioned to approve the revised proposal; Mike Edwards seconded. Motion approved.
7. **Comments:** Authority members inquired of City owned properties and the Drug Rehab Center on or near Excelsior Street project.
8. **Adjourn:** Meeting adjourned at 5:00 pm.

Shannon Stroud
Secretary to the Capital Improvements Authority

**Capital Improvements Authority
Minutes of Regular Meeting
July 11, 2011 - 4:00 p.m.**

Present: Mike Edwards, Estella Morrison, John Hill, Bob Ingle, and Ambrose Buckman.

Absent: Jim Alderson and Jack Halferty.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Lieutenant Clint Reno, Kent Cantrell, Fire Chief, Katie Noyd, Assistant Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Bob Ingle motioned to approve the June 13, 2011 meeting minutes; Estella Morrison seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for June 2011, presented by Steve Marriott, Director of Administrative Services. The Beginning Balance for June is \$2,233,034.16. Total Revenues are \$85,634.13. Total Expenditures of \$45,727.17 leave a Total Ending Balance of \$2,272,941.12. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,413,153.18. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Mike Edwards motioned to approve the spreadsheet totals for June 2011; John Hill seconded. Motion approved.

3. **Approval: Hall of Waters Telephone and Voicemail System:** Steve Marriott, Director of Administrative Services began the discussion. The telephone and voicemail system at the Hall of Waters is provided by AT&T. The phone lines are plexar and the hosted voicemail system is similar to Call Notes. Various problems have been experienced with both systems; static on the phone lines, the calling tree doesn't transfer callers to specific departments, it sends the call to a voicemail box for each department, voicemails may get hung up for days and the voicemail indicators do not always work. CommWorld sells to local governments and worked with the Police Department to replace their telephone system. Marriott contacted them to design a system for the Hall of Waters building. Stephanie Baker and Steve Marriott attended a demonstration of the new Police Department telephone/voicemail system and were very pleased. The CommWorld quote for a new system in the Hall of Waters Building is \$15,280.62. With additional supplies and installation the total cost is \$16,525.62. Bob Ingle motioned to proceed; Estella Morrison seconded. Motion approved.

4. **Update: Police Department Plaza Area:** Clint Reno, Police Lieutenant began the update. All dirt was removed from the front plaza area, foam board was added, lights

were updated, new lettering was purchased and placed at the top of the building so the finished look is more like a Police Station. The Police Station will receive new HVAC units next week. The building is in good shape but their parking lot still needs attention.

5. **Update: Fishing Dock at Century Park:** Katie Noyd, Assistant Parks and Recreation Director gave the update. The rails to the fishing dock will go up today to complete the project. A Fishing Derby is being planned.
6. **Comments:** None.
7. **Adjourn:** The meeting adjourned at 4:35 pm.

Shannon Stroud/Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
October 10, 2011 - 4:00 p.m.**

Present: Jim Alderson, Ambrose Buckman, Gene Deckard, Mike Edwards, Bob Ingle, and Estella Morrison.

Absent: John Hill

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Kent Cantrell, Fire Chief, Chad Birdsong, Public Works Director, Katie Noyd, Parks and Recreation Director, Clint Reno, Police Lieutenant, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Estella Morrison motioned to approve the July 2011 meeting minutes; Mike Edwards seconded. Motion approved. Jim Alderson motioned to approve the September 2011 minutes; Bob Ingle seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for September 2011, presented by Steve Marriott, Director of Administrative Services. The Beginning Balance is \$2,117,085.76. Total Revenues are \$80,805.24. Total Expenditures of \$85,159.96 leave a Total Ending Balance of \$2,112,731.04. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,395,970.91. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Mike Edwards motioned to approve the spreadsheet totals for September 2011; Estella Morrison seconded. Motion approved.

3. **Approval: HWY 69 Walk Trail:** Katie Noyd, Director of Parks and Recreation began the discussion. The expansion will link Brunke Road with HWY 69 and go through the south side of King's Addition. Parks and Recreation has also purchased land at the corner of Brunke and Lynn Roads to develop a park there. The amount of the grant is \$153,400, Parks and Recreation will spend approximately \$55,350, and \$125,000.00 is requested from the Capital Improvements Authority for the walk Trail Expansion project. Authority members asked why Parks and Recreation is requesting Capital Improvements money. Parks and Recreation has reserves but it is already allocated for other projects. Bob Ingle motioned to approve the request; Estella Morrison second. Motion approved.
4. **Approval: Asphalt at Airport:** David Haugland, City Manager began the discussion. A sketch was provided of the proposed overlay. It includes the area around the fuel island, from the office to the hangars near the Golf Course, and extends

to the north end of the pavement and up to the runway. The total amount requested is \$25,000.00. The work would be completed by the contractor of the current overlay project completing Golf Hill Drive. Dan Kirkpatrick, Manager of the Airport and Marlyn Atkinson, Airport Board member attended to speak in favor of the project. Estella Morrison motioned to approve the request of \$25,000.00; Mike Edwards seconded. Motion approved.

5. **Comments:** Authority members asked for updates on previous projects. Parks and Recreation may consider a fitness park in a portion of the walk trail. A pocket park including a fountain is being considered in the court yard. The Mayor commended the Elms and many others for the great coverage and success of the Corvair Show at the Elms last weekend, he received a nice Thank You from the group.

7. **Adjourn:** The meeting adjourned at 4:42 pm.

Shannon Stroud/Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
December 12, 2011 - 4:00 p.m.**

Present: Jim Alderson, Ambrose Buckman, Gene Deckard, Mike Edwards, John Hill, and Estella Morrison.

Absent: Bob Ingle

Also Present: David Haugland, City Manager, Kent Cantrell, Fire Chief, Chad Birdsong, Public Works Director, Katie Noyd, Parks and Recreation Director, John McGovern, Police Chief, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

Approval of Minutes: Jim Alderson motioned to approve the October 2011 meeting minutes; Mike Edwards seconded. Motion approved.

Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for October and November 2011, presented by David Haugland, Steve Marriott, Director of Administrative Services is not in attendance. The Beginning Balance is \$2,112,731.04. Total Revenues are \$55,618.82. Total Expenditures of \$124,389.06 leave a Total Ending Balance of \$2,043,960.80. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,431,410.77. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month is included and was reviewed. Gene Deckard motioned to approve the spreadsheet totals for October and November 2011; Mike Edwards seconded. Motion approved.

3. **Approval: Requesting Funds for Maintenance Fund City Wide:** David Haugland, City Manager began the discussion. The request is to allocate \$25,000 to the City Wide Maintenance Fund to cover small to minor maintenance improvements throughout the City. This fund was established before David Haugland was the City Manager and he is requesting that the fund be for City Hall not City wide. Estella Morrison motioned to approve the request for City Hall; Jim Alderson second. Motion approved.

4. **Discussion: Lane of Lights:** Katie Noyd, Director of Parks and Recreation and on behalf of the Christmas Committee, updated the Authority and provided pictures. The electrical improvements have considerably helped the overall program and raised the donations this year by 25%. The improvements have doubled the linear display area, doubled the number of lighted trees, no cables or cords are lying across any drives or walkways, fewer tripped breakers, much easier to turn the lights on and shut them down throughout the park, and visitors to the lane have commented on the difference

they see this year. The Christmas Committee and Parks and Recreation say “Thank You” to the Authority.

5. **Comments:** John Hill worked the Lane of Lights one evening which had a large crowd and he complimented the Christmas Committee for the success of the Christmas Parade. Open house for the Animal Center will be the first of March. The drain at the steps of the Hall of Waters building is almost complete. The rock wall at the Fire Station will begin in the spring.

7. **Adjourn:** The meeting adjourned at 4:42 pm.

Shannon Stroud/Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
January 17, 2012 - 4:00 p.m.**

Present: Ambrose Buckman, Gene Deckard, Mike Edwards, John Hill, Bob Ingle, and Estella Morrison.

Absent: Jim Alderson

Also Present: David Haugland, City Manager, Kent Cantrell, Fire Chief, Chad Birdsong, Public Works Director, Katie Noyd, Parks and Recreation Director, Steve Marriott, Director of Administrative Services, and Shannon Stroud, Authority Secretary.

1. Approval of Minutes: John Hill motioned to approve the December 12, 2011 meeting minutes; Mike Edwards seconded. Motion approved.

2. Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for December 2011, presented by Steve Marriott, Director of Administrative Services. The Beginning Balance is \$2,016,780.04. Total Revenues are \$71,893.63. Total Expenditures of \$47,687.02 leave a Total Ending Balance of \$2,040,986.65. Committed Funds were reviewed individually. The Hall of Waters Phone System will drop off next month. The Total Available Cash Balance is \$1,518,883.52. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month is included and was reviewed. Mike Edwards motioned to approve the spreadsheet totals for December 2011; Estella Morrison seconded. Motion approved.

3. Approval: Guttering for Fire Station: Kent Cantrell, Fire Chief began the discussion. This project was slated for fiscal year 2013 but Fire Department staff is requesting that it be moved forward and complete during the current fiscal year. Another project slated for the current year is concrete repairs. Inadequate drainage of the gutters along the North side of the station lead to the break up in that area. The drainage repair requires buried drainage pipes to direct flow from the gutters to the storm sewer and will require cutting into the concrete for installation so the gutters should be installed prior to the concrete replacement. The request is to allocate up to \$9,000 for cutting, burying, and attaching to the building. The bid for downspout and leaf screen installation was awarded to McClendon Guttering for an installed price of \$3,430. Bob Ingle motioned to approve; Gene Deckard seconded. Motion approved.

4. Approval: Replacement Floor Covering: Kent Cantrell, Fire Chief began the discussion. The current flooring is tile, installed 16 years ago and is chipping, stained, and gouged from the constant foot and equipment traffic. Other Fire Stations that installed the epoxy coating have been happy with them. The bid was awarded to DLP Services, Inc. for an allocation of \$15,000

to complete the project. Bob Ingle motioned to approve; John Hill seconded. Motion approved.

5. Discussion: Replacement A/C Units at the Fire Station: The air conditioning units for the Fire Station are slated for replacement in the current fiscal year for \$125,000. The replacement was to install geothermal type units. Recommendations have been sought and it has been decided to forego geothermal units and install high-efficiency heat pumps instead. Staff recommends to install the high efficiency heat pumps at the current estimated cost of \$30,000. Bid proposal will be sought at a later date if the recommendation is favored by the Authority. The Authority was in favor of the heat pumps, Fire Chief Cantrell will proceed with the project.

6. Discussion: Superior Well Renovation: Katie Noyd, Parks and Recreation Director began the discussion. The project had been discussed with the Interim Director and the Historic Preservation Commission and has been discussed for many years due to the deterioration of the stone wall and lack of structural maintenance. Patrick Grass put together an estimate for the work including replacing shingles, a new concrete structural wall, new concrete slab, new walkway railing and tuck pointing the foundation for an overall cost of approximately \$62,000. Katie Noyd, Ambrose Buckman, and David Haugland reviewed the site, Nick Pappas is working on a project that pertains to the wells, and Parks and Recreation crews have cleared some of the brush and trees around the Well for visibility. The well is the only well left and is the most photographed. The Authority would entertain looking at specific costs for the wells in the future.

7. Comments: None.

8. Adjourn: The meeting adjourned at 4:40 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
March 12, 2012 - 4:00 p.m.

Present: Ambrose Buckman, Gene Deckard, John Hill, Bob Ingle, and Estella Morrison.

Absent: Jim Alderson and Mike Edwards.

Also Present: David Haugland, City Manager, John McGovern, Police Chief, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

1. Approval of Minutes: John Hill motioned to approve the January 17, 2012 meeting minutes; Gene Deckard seconded. Motion approved.

2. Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for February 2012. Steve Marriott, Director of Administrative Services was absent, David Haugland answered questions. The Beginning Balance is \$2,060,374.44. Total Revenues are \$128,492.78. Total Expenditures of \$101,771.88 leave a Total Ending Balance of \$2,087,095.34. Committed Funds were reviewed individually. Bob Ingle inquired about an increase in sales of 2 million dollars in taxable revenue on Broadway Avenue. Bob Ingle would like Steve Marriott to confirm this and track it. The Total Available Cash Balance is \$1,641,885.54. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month is included and was reviewed. Estella Morrison motioned to approve the spreadsheet totals for February 2012; John Hill seconded. Motion approved.

3. Approval: Replacement of HVAC System at Fire Station: Kent Cantrell, Fire Chief began the discussion. The replacement was discussed with the Capital Improvements Authority during the January 2012 meeting. Fire Department Staff submitted request for proposal to multiple vendors; three vendors from Excelsior Springs submitted proposals. The recommendation is that George Wood Heating and Cooling be awarded the bid to install 5 each 80% efficient 15 S.E.E.R. heat pumps, furnaces, coils, and thermostats for a total installed price of \$24,100. In the request for proposal the Fire Department had specified only 95% efficient units. After bid opening and discussion with vendors, the reasoning was consistent from all that the Missouri climate was such that 95% units would not cycle appropriately and result in increased maintenance costs. Gene Deckard motioned to approve the request for the bid to go to George Wood Heating and Cooling and not to exceed \$27,000; Bob Ingle seconded. Motion approved.

4. Comments: Mayor Buckman would like to see the Superior Park Well and the Highway 69 Walk Trail go before the Capital Improvements Authority. The Walk Trail is at a standstill with MoDOT being involved. MoDOT has concerns in completing the work using local forces. Authority members asked for a cost on the project. Katie Noyd, Parks and Recreation Director will obtain a cost.

5. Adjourn: The meeting adjourned at 4:42 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting

May 16, 2012 - 4:00 p.m.

Present: Ambrose Buckman, Gene Deckard, Mike Edwards, John Hill, Bob Ingle, and Estella Morrison.

Absent: Jim Alderson.

Also Present: David Haugland, City Manager, Clint Reno, Police Lieutenant Chief, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

1. Approval of Minutes: Gene Deckard motioned to approve the March 12, 2012 meeting minutes; Mike Edwards seconded. Motion approved.
2. Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheet for March and April 2012. Steve Marriott, Director of Administrative Services thanked Authority members for stopping by the Finance Departments Open House and proceeded with presenting the Budget Spreadsheets. The Beginning Balance is \$2,067, 095.34. Total Revenues are \$68,684.55. Total Expenditures of \$66,692.17 leave a Total Ending Balance of \$2,069,087.72. Committed Funds were reviewed individually. The Total Available Cash Balance is \$ 1,555,071.06. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Mike Edwards motioned to approve the spreadsheet totals for March and April 2012; John Hill seconded. Motion approved.
3. Discussion: Completion of Retaining Wall at Fire Station: Kent Cantrell, Fire Chief reported that Construction Services has completed the wall. Photographs were provided to show before and after. The project sustained some rainy days and has not leaked. Cantrell congratulated Construction Services for a job well done and thanked the Capital Improvements Authority for aiding us in improving the Fire Station.
4. Approval: Driveway and Parking Lot at Fire Station: Kent Cantrell, Fire Chief began discussion of the Fire Station driveway and parking lot. Today, he is looking for an approval to push forward with the project. Portions of the concrete at the station's driveway entrance and the rear garage approaches have crumbled over time and are in need of replacement. This is a project that exceeds available funds through typical General Fund budgeting. This project was included in the "Capital Improvements Plan" presented in 2011. In 2011 staff had projected the cost of the project to be \$75, 000. If endorsement is received, a job proposal with costs estimates will be created by working with Chad Birdsong. Fund allocation would be brought back to a future meeting. Bob Ingle motioned to proceed; Mike Edwards seconded. Motion approved.
5. Approval: Lake Fountains and Installation at Golf Course: Gerald Edwards, Golf Board Chairman briefed Authority members on this issue. In an effort to bring our greens up to a competitive standard with area courses, bids went out for 2 fountains including installations for the lakes on holes #2 and #3. Estimates have been received. Midwest Pump & Fountain LLC submitted the low bid. Prep work for installation and electricity were obtained from S&M Electric. Eric Lane, Golf Superintendent explained the problem and commented that the maintenance would be minimal in taking this approach. Bob Ingle motioned to approve at a cost of \$8,620; Estella Morrison seconded. Motion approved.

6. Approval: Animal Control Center Request of Additional Funds: Chad Birdsong, Director of Public Works began discussion with a breakdown of the project. Some of the budgeted line items have exceeded the original budget figures for materials and labor and some have come in under. This has caused a cost over-run of \$93,308.39. Authority member, Bob Ingle asked Animal Control Officers if there is an appropriate dog run outside. There is not. Ingle recommended that the Authority allow additional funds to complete the project with the dog run. Animal Control Officer, Kristina Baxter commented that there is space in the back of the center but it does not include an outside dog run nor does it include a fenced area for larger, outside animals that are temporarily housed until a home is found for them. Bob Ingle motioned to approve the cost over-run of \$93,308.39 and an additional \$12,000 for a dog run and fencing; Estella Morrison seconded. Motion approved.
7. Discussion: Potential New Project: David Haugland discussed a potential project that is not in the 5 year plan. Keith Winge, Representative of DEP assisted in the discussion and will partner with the City on the project. The lot that housed Shelton's Carpet is now vacant. DEP would like to purchase it to construct a Covered Event Center for the farmers markets, musicals, etc., to provide shaded areas during events. Chad Birdsong has cost estimates for electrical, storm drains, wood trusses, etc. Total cost of the project would be approximately \$209,000. DEP would be purchasing the lot at \$20,000 and has an additional \$25,000 to assist in construction of the structure. David Haugland is seeking approval from the Authority to push forward. Authority members are in favor of the project.
8. Comments: None.
9. Adjourn: The meeting adjourned at 5:10 p.m.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
July 9, 2012 - 4:00 p.m.

Present: Mayor Ambrose Buckman, Gene Deckard, Mike Edwards, John Hill, Bob Ingle, and Estella Morrison.

Absent: Jim Alderson.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, John McGovern, Police Chief, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

1. Approval of Minutes: Estella Morrison motioned to approve the May 16, 2012 meeting minutes; John Hill seconded. Motion approved.

2. Approval: Budget Spreadsheet: Authority members reviewed the Budget Spreadsheets for May and June 2012. The Beginning Balance for June is \$2,075,550.33. Total Revenues are \$84,764.40. Total Expenditures of \$115,231.63 leave a Total Ending Balance of \$2,045,083.10. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,621,109.65. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and were reviewed. Mike Edwards motioned to approve the spreadsheet totals for May and June 2012 with updates discussed by Steve Marriott to Committed Funds in June; Estella Morrison seconded. Motion approved.

3. Discussion: Fountain for Pocket Park in Courtyard: David Haugland, City Manager introduced Jim McCullough, Representative of the Bar-B-Q Committee to report on the fountain. Each year, the committee gives back to the community. This year they would like to donate towards the installation of a fountain to be placed in the courtyard at the Hall of Waters building. The placement of the fountain would be highly visible on the Broadway Avenue side and would not be in the area of the courtyard that has structural issues. Jim McCullough can provide a plan for a 20 ft. x 40 ft. fountain that will include native rock and a 3' wall around it. Total cost of the project is estimated at \$200,000. McCullough is here today to see if Authority members have an interest in working on the project through donations from the Bar-B-Q Committee, other investors, and the Capital Improvements Authority to complete the project. Authority members asked questions and have concerns that it is too soon to commit to due to the many other projects already earmarked and maintenance of the fountain is a concern. Authority members would like Public Works Director, Chad Birdsong to look at the project and provide input.

4. Comments: None.

5. Adjourn: The meeting adjourned at 5:00 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
August 13, 2012 - 4:00 p.m.

Present: Mayor Ambrose Buckman, Gene Deckard, Mike Edwards, John Hill, and Bob Ingle.

Absent: Estella Morrison and Jim Alderson.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, John McGovern, Police Chief, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Mike Edwards motioned to approve the July 9, 2012 meeting minutes; Gene Deckard seconded. Motion approved.
2. **Approval: Budget Spreadsheet:** Authority members reviewed the Budget Spreadsheets for July 2012. The Beginning Balance is \$2,045,083.10. Total Revenues are \$64,508.04. Total Expenditures of \$10,481.02 leave a Total Ending Balance of \$2,099,110.12. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,684,847.06. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and have been reviewed. John Hill motioned to approve the spreadsheet totals for July 2012; Mike Edwards seconded. Motion approved.
3. **Approval: Replacement of Telephone System at Fire Station:** Kent Cantrell, Fire Chief reported on the replacement. The current system was installed when the station was built in 1996. It has served the department well, but, with any electronic technology the longevity of use is limited. CommWorld of Kansas City assessed the current system. It is no longer supported by its manufacturer and replacement parts are limited. The Capital Improvements Fund budget includes \$20,000 for technology upgrades, therefore, Fire Department administration is requesting that the Capital Improvements Authority allocate \$19,000 for the purchase of a replacement telephone system. Mike Edwards motioned to approve the allocation for replacement of the Fire Department Phone System not to exceed \$20,000; Bob Ingle seconded. Motion approved.
4. **Approval: Vehicle Purchase for Inspections Department:** Larry Murry, Building Official reported regarding the purchase. A 2004 Ford Taurus will be traded in for a 2013 Ford Escape SE from Chuck Anderson Ford at a cost not to exceed \$18,438.19. Bids were obtained from two local companies and Gary Crossley Ford, with Chuck Anderson being the lowest bidder. Gene Deckard motioned to approve the allocation for purchase of a 2013 Ford Escape SE for the Inspections Department not to exceed \$18,438.19; Bob Ingle seconded. Motion approved.
5. **Discussion: Repairs and Recommendations for Superior Well:** David Haugland, City Manager began discussion and referenced the assistance of the Parks and Recreation Department on this project. Susan Richards Johnson & Associates prepared a proposal regarding architectural coordination and structural engineering services for the Superior Well retaining wall and overall preservation. The Architectural and Preservation fee is \$4,800. It will provide recommendations for preservation of the structure and its amenities and a probable cost estimate. This cost does not include construction documents. The other portion of the proposal is for Structural Engineering Associates, Inc. to provide the construction documents for the repair of the stone retaining wall at a cost of \$9,800 which includes a geotechnical fee

of \$1,900. Recommendation is for Capital Improvements to approve \$14,600 for all work. Angie Gabler, Representative of Susan Richards Johnson & Associates is in attendance to answer questions. Councilwoman Sonya Morgan referenced a study completed on all 40 wells. The study showed that Superior is the last original well and a vital piece of our history. After discussion of the structure and improvements with the Architect and Engineer, the issue was tabled until the next meeting.

6. **Adjourn:** The meeting adjourned at 5:00 pm.

Shannon Stroud/Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
September 10, 2012 - 4:00 p.m.**

Present: Mayor Ambrose Buckman, Gene Deckard, Mike Edwards, Tray Harkins, John Hill, Bob Ingle, Estella Morrison.

Absent: None.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, John McGovern, Police Chief, Kent Cantrell, Fire Chief, Chad Birdsong, Public Works Director, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

- 1. Approval of Minutes:** Gene Deckard motioned to approve the August 13, 2012 meeting minutes; Mike Edwards seconded. Motion approved.
- 2. Approval: Budget Spreadsheet:** Authority members reviewed the Budget Spreadsheets for August 2012. The Beginning Balance is \$2,099,110.12. Total Revenues are \$42,768.78. Total Expenditures of \$17,910.72 leave a Total Ending Balance of \$2,123,968.18. Committed Funds were reviewed individually. The Total Available Cash Balance is \$1,694,547.67. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month are included and have been reviewed. Mike Edwards motioned to approve the spreadsheet totals for August 2012; Gene Deckard seconded. Motion approved.
- 3. Approval: FY 2013 Capital Improvements Plan:** Steve Marriott, Director of Administrative Services, and David Haugland, City Manager reviewed documentation for projects in a 5 year Capital Improvements Plan. Everything was left the same with mention of repair to the wall at Kansas City Avenue. No vote was taken today; just informational at this time.
- 4. Presentation: The New 3EX:** Sarah and Jim Dickerson of Prime Business Group are in attendance to present The New 3EX. Prime Business Group has taken over the operations of Paradise Playhouse and Sarah is the owner of a successful photography company with a marketing background. They are waiting for a decision to be made by City Council to sign the lease to manage the Excelsior Springs Memorial Airport. Plans are to generate additional traffic with plane activity and people stopping for fuel, to put in a catering restaurant and small coffee shop, and to provide transportation for folks that want to utilize the Golf Course or the Elms and other amenities in town. The Golden Ox caters meals to Paradise Playhouse and would accommodate the Airport as well. The Dickerson's would also focus on giving Flight Instruction, One-Day and Multi-Day Fly-Ins such as the one held in Holstein, Wisconsin, and hold Hangar Dances, suggested by Authority member John Hill. Once the lease is signed, the goal is for Prime Business Group to spend \$25,000 to cosmetically renovate the main building at the Airport. Questions were asked by Authority members regarding who will pay for future improvements such as an upgrade to the septic system once additional traffic is generated. Keith Winge, Director of the Downtown Excelsior Partnership indicated that there is public funding dollars out there for airports. Bob Ingle motioned for the Capital Improvements Authority to give their recommendation to the City Council to approve the Airport Lease with Jim and Sarah Dickerson; Gene Deckard seconded. Motion approved.

5. **Comments:** None.

6. **Adjourn:** The meeting adjourned at 4:45 pm.

Shannon Stroud/Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
October 8, 2012 - 4:00 p.m.**

Present: Mayor Ambrose Buckman, Gene Deckard, Mike Edwards, John Hill, Bob Ingle, Estella Morrison.

Absent: Tray Harkins.

Also Present: John McGovern, Police Chief, Kent Cantrell, Fire Chief, Chad Birdsong, Public Works Director, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, and Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Bob Ingle motioned to approve the September 10, 2012 meeting minutes; Estella Morrison seconded. Motion approved.
2. **Approval: Repair of Golf Course Sidewalk Ramp:** Chad Birdsong, Director of Public Works briefed the Authority on this item. The sidewalk ramp near the ladies locker room has deteriorated and is causing an unsafe condition. Public Works will tear out and replace the asphalt ramp and install a new drain line, concrete paving in the ramp area, and a new sidewalk going and coming from the ramp. Bob Ingle motioned to approve the repair at a cost not to exceed \$4,920; John Hill seconded. Motion approved.
3. **Comments:** Authority member, Bob Ingle asked if the dog run is complete. Chad Birdsong, Director of Public Works advised that the project is slated for this winter.
4. **Adjourn:** The meeting adjourned at 4:10 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
March 11, 2013 - 4:00 p.m.

Present: Gene Deckard, Mike Edwards, Tray Harkins, John Hill, Bob Ingle, Estella Morrison, Mayor Ambrose Buckman.

Absent: None.

Also Present: David Haugland, City Manager, Clint Reno, Police Lieutenant, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Tray Harkins motioned to approve the January 14, 2013 meeting minutes; Gene Deckard seconded. Motion approved.
2. **Approval: Budget Spreadsheets – September through December 2012:** Steve Marriott is absent; David Haugland is in attendance to answer questions. The Beginning Balance, Total Revenues, Total Expenditures, Total Ending Balance, Total Available Cash Balance, and Committed Funds were reviewed for January and February 2013 by the Authority. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month were also reviewed by the Authority. Authority members requested an update on the Fire Department Guttering Project and the 69 Hwy Walk Trail Bridge. With questions answered by staff, Estella Morrison motioned to approve the spreadsheet totals for January and February 2013; Tray Harkins seconded. Motion approved.
3. **Discussion: Upgrade Size of Emergency Generator at Police Station:** Police Lieutenant, Clint Reno briefed the Authority. Being a 911 center that runs 24 hours a day; it needs to be functional in case of a catastrophe. Without a new generator, only a portion of the building would function. To maintain the computers and servers, we also need the generator to control the temperature in the building all year round. The generator chosen is diesel powered. Total cost is in the range of \$75,000 – \$90,000. The Authority was in favor of the project.
4. **Discussion: City Gateway:** City Manager, David Haugland briefed the Authority. This is in the preliminary stage and I'm looking for approval to proceed. The Master Plan was reviewed approximately 3 years ago to include a new entrance to the east side of town. MoDOT has a new representative which has informed us that the 2 bridges near this entrance are slated to be replaced in 2015. Revamping the design of the east side entrance at the same time as replacement of the bridges would save time and money. The homeowner of the house on the corner lot is ready to sell the property to the city to create the new entrance. Street lights and sidewalk repair can be considered in this project within the timeframe. Authority members requested that David Haugland proceed.
5. **Comments:** Mayor Buckman would like to see the former project of Golf Cart Path repair to come back before the Authority. Authority members question the timing of projects that were talked about in the past but not brought back to them; the Hall of Waters Building, Community Center, Animal Shelter dog run, demolition of acquired housing, the widening of the curve at 10 Highway, and the Superior Well Pagoda were mentioned. If timing is an issue for Public Works crews to complete projects, the Authority would like to look to outside services to solve the problem of procrastination. The Hall of Waters Building project begins on Monday, March 25, 2013 with a Steering Committee Meeting at 1:30 pm. The Community Center

Steering Committee will hold their meeting on Thursday, March 28, 2013 at 4:00 pm.

6. **Adjourn:** The meeting adjourned at 4:46 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
April 8, 2013 - 4:00 p.m.

Present: Gene Deckard, Mike Edwards, Tray Harkins, John Hill, Bob Ingle, Mayor Ambrose Buckman.

Absent: Estella Morrison.

Also Present: Councilwoman Sonya Morgan, Councilman Brad Eales, David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Tim Jarman, Golf Director, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, Shannon Stroud, Authority Secretary, and visitor's Gerald Edwards and Greg Martin.

1. **Approval of Minutes:** Tray Harkins motioned to approve the March 11, 2013 meeting minutes; Gene Deckard seconded. Motion approved.
2. **Approval: Budget Spreadsheets – March 2013:** Steve Marriott is in attendance to answer questions. The Beginning Balance is \$2,561,161.39, Total Revenues of \$77,353.18, Total Expenditures of \$20,942.83, Total Ending Balance of \$2,617,571.74, Total Available Cash Balance of 2,314,811.79, and Committed Funds of \$302,759.95 were reviewed for March 2013 by the Authority. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month were also reviewed. An update was given by Katie Noyd on the progress of the 69 Hwy Walk Trail project. Mike Edwards motioned to approve the spreadsheet totals for March 2013; Tray Harkins seconded. Motion approved.
3. **Discussion with Appropriate Follow Up: CART PATH PROJECT:** Golf Director, Tim Jarman, and City Manager David Haugland briefed the Authority. Phase I of the Cart Path Project was completed in December 2010. Funds are being requested to complete the entire project by the 100th Year Anniversary of the Golf Course in October 2015. Funds needed to complete the project, estimated by Public Works Director Chad Birdsong is \$650,000.00. Construction Services will not be doing an overlay project this year so they have the time and equipment to complete the project without tearing up the course. Tray Harkins questioned whether Construction Services is the cheapest bid and would like to give a level playing field for all. After discussion, John Hill motioned to allocate \$650,000 for the Golf Cart Path Project to be completed by Construction Services. Gene Deckard seconded. Motion approved.
4. **Comments:** Mayor Buckman referenced the allocation of the Fire Department project but does not see the allocation on the Budget Spreadsheet; Steve Marriott will research. Parks and Recreation is completing a wall at the playground at Sunnyside Park. There is an Adaptive Reuse Form on the Cities website for the Hall of Waters Study.
5. **Adjourn:** The meeting adjourned at 5:00 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
May 13, 2013 - 4:00 p.m.

Present: Gene Deckard, Mike Edwards, Tray Harkins, John Hill, Bob Ingle, Mayor Ambrose Buckman.

Absent: Estella Morrison.

Also Present: Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Tray Harkins motioned to approve the April 8, 2013 meeting minutes; John Hill seconded. Motion approved.
2. **Approval: Budget Spreadsheet – April 2013:** Steve Marriott is in attendance to answer questions. The Beginning Balance is \$2,617,571.74, Total Revenues of \$65,477.36, Total Expenditures of \$14,272.31, Total Ending Balance of \$2,668,776.79, Total Available Cash Balance of 1,729,518.65, and Committed Funds of \$939,258.14 were reviewed for April 2013 by the Authority. The Gross Sales Tax Collections, Net Capital Improvement Sales Tax Collections, Gross Sales Tax Receipts, and Gross Sales Tax by Month were also reviewed. An update was given on the progress of the 69 Hwy Walk Trail project and the Blighted Fund will be brought before the Authority at the next meeting. Mike Edwards motioned to approve the spreadsheet totals for March 2013; Tray Harkins seconded. Motion approved.
3. **Approval: Concrete Repairs at Fire Station:** Kent Cantrell, Fire Chief briefed the Authority. Repairs include the concrete pad between the driveway along the East side of the Fire Station and Tracy Avenue, replacement of the concrete ramps along the North side of the apparatus garage and replacement of sidewalks in front of the station. Chad Birdsong, Public Works Director indicated that he has crews available to complete the work in the spring and has prepared an estimate of costs of materials and labor. Tray Harkins motioned to allocate up to \$51,000 for the repairs at the Fire Station. Mike Edwards seconded. Motion approved.
4. **Approval: Replacement of Emergency Generator at Police Station:** John McGovern, Police Chief briefed the Authority. At the March 11, 2013 meeting, Lt. Reno made a presentation concerning the replacement of the emergency generator at the police station. The current emergency generator will supply power to only thirty-three percent of the building. A considerable amount of electronic equipment has been added over the years creating the need to keep the building temperature within certain limits and our current generator is not capable of supplying the necessary power to operate under emergency conditions. The Police Department recommends the purchase of a 350kW generator from Generac Industrial Power at a cost of \$58,832.68 and for Clifford Power Systems, Inc. to provide the installation at a cost of \$61,731.00. The request for funds includes a 5% contingency creating a total cost of replacement at \$126,591.68. Authority members have concerns about the size and cost of the generator and want the department to review the issue further. Gene Deckard motioned to table the Replacement of the Emergency Generator at the Police Station. John Hill seconded. Motion approved.

5. **Approval: Bid for Purchase of Vehicle for the Inspections Department:** Larry Murry, Building Official briefed the Authority. The Inspections Department is requesting approval to bid for the purchase of a 2013 Half Ton Standard Pickup Truck, 4x4 Crew Cab. The trade-in is a 2004 Ford Taurus, bids will be obtained from 3 local dealerships with a return date of May 22, 2013, and the amount of request is not to exceed \$25,000. Gene Deckard motioned to approve the purchase of a Pickup Truck for the Inspection Department, not to exceed \$25,000. Mike Edwards seconded. Motion approved.

6. **Discussion: Well Evaluation for Hall of Waters Study:** Chad Birdsong briefed the Authority. The wells have to be investigated to determine what ones can be worked with, if there is contamination, and then what to do with them. DEP is also investing in the project. Is there interest in pushing forward. Questions arose from Authority members regarding the future of the Hall of Waters building; will it be used for something other than city offices. Is the building structurally sound; the study reflects that it is but the mechanics of it are not, and questions were raised pertaining to the water rights versus the City and the contract with Keith Bowen. The Authority was in favor of pushing forward but the item was listed as discussion only so a motion could not be entertained.

7. **Comments:** Bob Ingle began a discussion with concerns about getting this town back to the thriving stage. At this time, the Elms is working on plans to work with the city and various groups to create a new use for the Hall of Waters building and to bring tourism back to town.

8. **Adjourn:** The meeting adjourned at 5:00 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
June 10, 2013 - 4:00 p.m.

Present: Gene Deckard, Tray Harkins, John Hill, Bob Ingle, Mayor Ambrose Buckman.

Absent: Estella Morrison and Mike Edwards.

Also Present: David Haugland, City Manager, Chad Birdsong, Public Works Director, John McGovern, Police Chief, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Tray Harkins motioned to approve the May 13, 2013 meeting minutes; Gene Deckard seconded. Bob Ingle objected; the incompleteness of the report was not noted. Tray Harkins amended his motion; Gene Deckard seconded. Motion approved.
2. **Approval: Blighted Property Fund:** Chad Birdsong, Public Works Director briefed the Authority. The Blighted Property Fund through Capital Improvements was set to acquire and demolish dilapidated properties to make various neighborhoods a more pleasant place to live. The Community Development and Code Enforcement office has acquired several properties; all have been demolished except one. The request is to allocate another \$50,000 to the line item to fund the completed work and future demos. Tray Harkins motioned to approve the allocation of \$50,000 to the Blighted Property Fund; John Hill seconded. Motion approved.
3. **Update: Fire Station Roof:** Chad Birdsong, Public Works Director and David Haugland, City Manager briefed the Authority. To put a flat roof on the old Fire Station, it will take \$50,000 – \$70,000. The Chamber of Commerce and DEP looked at the site to potentially use it for their offices but funds are not available to make the move. Another potential use is for the Christmas Committee to utilize it for storage and have a dry and lighted work area. No matter what the use, the roof will have to be replaced to prevent further deterioration. The work load for Construction Services is full, so the project will have to go out for bid. The Authority is in favor of replacing the roof.
4. **Update: Well Evaluation for Hall of Waters Study:** Chad Birdsong, Public Works Director and David Haugland, City Manager briefed the Authority. DNR will be here to inspect. Chad Birdsong received an email and spoke with Mr. Richard Turner, a former resident and retired Environmental Specialist with the MO Department of Health. Mr. Turner still follows Excelsior Springs and offered his experience with the Mineral Water Wells. Keith Bowen is also in attendance to answer questions since he still retains the mineral water bottling rights. There are 4 wells in question. Authority members asked questions and are in favor of bringing back the water. To push forward they need to see details for quality, costs, and clarity in ownership of the water rights.
5. **Update: Superior Well Wall:** Chad Birdsong, Public Works Director briefed the Authority. Utilizing an engineering company is very expensive. A less expensive option is to put in a wall similar to the one that Parks and Recreation put in at Sunnyside Park. Cost savings will provide funds to spend on cosmetic repairs to the pagoda and installation of stairs to tie the entire project together. It was suggested that local clubs may be interested in helping to complete some of the projects in town such as this one. The Authority is in favor of the new plan for the Superior Well project.

6. **Comments:** None.

7. **Adjourn:** The next meeting is Monday, July 8, 2013. Meeting adjourned at 4:45 pm.

Shannon Stroud/Secretary

Capital Improvements Authority
Minutes of Regular Meeting
July 8, 2013 - 4:00 p.m.

Present: Gene Deckard, Mike Edwards, Tray Harkins, John Hill, Bob Ingle, Estella Morrison, Mayor Ambrose Buckman.

Absent: None.

Also Present: Sonya Morgan, Councilwoman, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Tray Harkins motioned to approve the June 10, 2013 meeting minutes; John Hill seconded. Motion approved.
2. **Approval: Budget Spreadsheet:** Steve Marriott, Director of Administrative Services briefed the Authority. The Beginning Balance is \$2,668,776.79, Total Revenues of \$44,825.60, Total Expenditures of \$4,830.95, Total Ending Balance of \$2,708,771.44, Total Available Cash Balance of 1,570,972.41, and Committed Funds of \$1,137,799.03 were reviewed for May 2013 by the Authority. The Gross Capital Improvements Sales Tax by Month and Comparison of Revenues were included in the documentation. The line item in Committed Funds for the Police Department Generator was questioned; it has not been approved yet. Mike Edwards motioned to approve the spreadsheet totals for May 2013; Tray Harkins seconded. Motion approved.
3. **Approval: Superior Well Pagoda Rehab:** Chad Birdsong, Public Works Director briefed the Authority. Since discussion at the June meeting, St. Joe Concrete Products was contacted, came and looked at the wall, and submitted a proposal for the block retaining wall. The recommendation from Birdsong is the 1535 square foot wall design which includes a stairway down the hill. The option has a 50 foot x 12 foot tall wall with an 8 foot return on the east end and a stairway on the west end, columns at the top and a black iron fence. Estimated cost including labor and equipment is \$95,470.00. After discussing the area, the condition of the house near the pagoda, and cost from DNR with the Mineral Well Rehab Project, Authority members recommend tabling the issue until further detail is received of the overall picture of both projects. Tray Harkins motioned to table the Superior Well Pagoda Rehab; Gene Deckard seconded. Motion approved.
4. **Approval: Old Fire Station Roof Rehab – Design Work:** Chad Birdsong, Public Works Director briefed the Authority. Apex Engineers was contacted after the June meeting and prepared an estimate for scope of services for engineered drawings of the new roof design based on a previous drawing. The estimate is \$2,500.00 but the request is for design work and not to exceed \$4,000.00. The extra money allowed would cover any unforeseen design issues. Bob Ingle motioned to approve the cost of \$4,000.00 for design work; John Hill seconded. Motion approved.
5. **Update: Mineral Well Rehab:** Chad Birdsong, Public Works Director briefed the Authority. Tom Wall contacted DNR and has had several conversations with various people regarding the reuse of the well water and the wells. The gathering of information and a file search is being done in Jefferson City. Upon completion of the file search, a visit will be made to inspect all

well sites. After all information is collected, the Public Drinking Water Unit Chief will issue a letter to the City regarding the Cities ability to use the wells or not to use them.

6. **Update: Fire Department Parking Lot Report:** The concrete is complete. The \$9,000.00 set aside for guttering will not be used. Asphalt is needed at the Fire Station rather than guttering. Fire Chief, Kent Cantrell spoke with Chad Birdsong for a cost; \$24,400.00 would be needed for asphalt. Public Works can consider completion of the project in conjunction with the consideration of the upcoming Crown Hill Cemetery Road Replacement Project.
7. **Comments:** Golf Course project is progressing; 1,100 square feet has been replaced on hole #3 and #4. John Hill complements the look of the golf course; Tray Harkins would like someone to give them some advice on trimming trees at the course.
8. **Adjourn:** The next meeting is Monday, August 12, 2013. Meeting adjourned at 4:45 pm.

Shannon Stroud/Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
September 9, 2013 - 4:00 p.m.**

Present: Gene Deckard, Mike Edwards, John Hill, Bob Ingle, Estella Morrison, Mayor Ambrose Buckman.

Absent: Tray Harkins.

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, John McGovern, Police Chief, Katie Noyd, Parks and Recreation Director, Larry Murry, Building Official, Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Bob Ingle motioned to approve the August 12, 2013 meeting minutes; Gene Deckard seconded. Motion approved.
2. **Approval: Budget Spreadsheet:** Steve Marriott, Director of Administrative Services briefed the Authority. June, July, and August 2013 budget spreadsheets were reviewed today. Mike Edwards motioned to approve the budget numbers for June, July, and August 2013; Estella Morrison seconded. Motion approved.
3. **Approval: North Kansas City Avenue Wall Replacement Project:** Chad Birdsong, Public Works Director briefed the Authority. In March 2012, Transportation Trust allocated \$23,400 to conduct a study for professional services to replace 350 linear feet of a retaining wall holding up parts of Kansas City Avenue. The study was completed along with a series of borings of the roadway and geotechnical report that was used to determine options on the type of wall that should be built at this location. After review of the study, SKW designed a mechanically stabilized earth wall system with panels to fit this location. Due to the size of the project, multiple funding sources will be utilized;

| | | | |
|------------------------|------------|----------------------|------------|
| Construction Cost: | 696,925 | Capital Improvements | \$400,000 |
| 15% Contingency | 104,539 | Transportation Trust | \$ 400,000 |
| Engineering (SKW) | 65,500 | Road and Bridge | \$ 125,000 |
| Engineering (Terracon) | 25,000 | Total | \$ 925,000 |
| Total Cost | \$ 891,964 | | |

The request today of the above amounts is being asked for from the various Authorities to begin the design and construction phase of the project. Proposed construction summer 2014, with the engineering complete this fall and the bidding process early spring. Estella Morrison motioned to approve the cost of \$400,000 from the Capital Improvements Fund for the North Kansas City Wall Replacement Project; John Hill seconded. Motion approved.

4. **Discussion: Project Updates:** David Haugland, City Manager and Chad Birdsong, Public Works Director briefed the Authority. The City of Excelsior Springs now owns the house next to Superior Well; the utilities are being removed. David Haugland is working with Susan Richards Johnson and DNR for the Hall of Waters Building Project. He is waiting on a report from DNR and Susan Richards Johnson is being consulted with for the heating and cooling system in the building. There is only 1 remaining boiler for heat in the Hall of Waters building. A plan should be received during the week of September 16, 2013. Golf Cart Paths

are moving along very well. Plans are in for the old Fire Station Roof, bids going out by the next meeting. The Fire Station concrete drive has been put on hold and will be included in other construction projects when concrete is in season to obtain a cheaper price. Resident, Nate Johnson requests consideration from the Capital Improvements Authority to construct a wall at the entrance of Golf Hill Drive at the course. A wall was there at one time and he would like to see that it be put back. Packets were created by Johnson and distributed to Authority members. The Community Center Project was approved by City Council. Kerry Newman with SFS Architects is reviewing contracts and will conduct a pre-meeting next week with staff and then meet with City Council.

5. **Comments:** Authority member John Hill asked if the Superior Well project can be a Community project instead of a taxpayer project. Maybe historic groups can pull together to fund the project. Estella Morrison complimented city crews for their fine work with the demolitions that they do.
6. **Adjourn:** The next meeting is Monday, October 14, 2013. Meeting adjourned at 4:50 pm.

Shannon Stroud/Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
October 14, 2013**

Present: Gene Deckard, Mike Edwards, Tray Harkins, John Hill, Bob Ingle, Mayor Ambrose Buckman.

Absent: Estella Morrison

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Kent Cantrell, Fire Chief, Clint Reno, Police Captain, Larry Murry, Building Official, Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Bob Ingle motioned to approve the September 9, 2013 meeting minutes; John Hill seconded. Motion approved.
2. **Approval: Budget Spreadsheet:** Steve Marriott, Director of Administrative Services briefed the Authority. September 2013 budget figures were reviewed. The Beginning Balance is \$2,664,858.54, Revenues of \$91,204.11, Total Expenditures of \$104,866.02, leaving an Ending Balance of 2,651,196.63. Committed Funds were reviewed individually with a Total of \$1,356,576.54. Available Cash Balance is 1,294,620.09. Mike Edwards motioned to approve the September spreadsheet totals; John Hill seconded. Motion approved.
3. **Approval: Old Fire Station Roof Repair:** Chad Birdsong, Public Works Director briefed the Authority. The project will be listed as 220 Dunbar in the future and addresses the leaking flat roof by building a new Dutch Gabled roof design on top of the existing walls. It will change the look of the building to a historic finish. The soffits, fascia, and gables will be painted, and lights will be installed along the sides and front to promote safety. Gutters and new electrical service will also be among the improvements. The debris will be removed from the back of the building to address drainage issues. Bob Ingle motioned to approve the estimated cost of \$57,750.00 for the 220 Dunbar Roof Repair; John Hill seconded. Motion approved.
4. **Approval: Superior Well Pagoda Rehab:** Chad Birdsong, Public Works Director briefed the Authority. Excitement of the project has grown since the discovery of the original features in the house next to the well. Birdsong created a budget for the rehab. The estimates come from local contractors and Public Works and does not include cost for rehab of the well itself or well water. The house and the well roof can be started and worked on this fall and winter; the wall and stone work will go through the bidding process and be ready to begin in the spring. Bob Ingle motioned to approve cost for rehab of the well house structure, the wall, and the house at \$168,080.00; John Hill seconded. Motion approved. _
5. **Comments:** Since the Capital Improvements Public Image page has been referenced several times by Authority members, the old page with percentages is included in the back of the packet, for quick reference. Updates should probably be made.
6. **Adjourn:** The meeting adjourned at 4:50 pm. The next meeting will be Tuesday, November 12, 2013 at 4:00 pm.

Shannon Stroud
Authority Secretary

**Capital Improvements Authority
Minutes of Regular Meeting
December 9, 2013**

Present: Gene Deckard, Mike Edwards, Tray Harkins, John Hill, Bob Ingle, Estella Morrison, Mayor Ambrose Buckman.

Absent: None

Also Present: David Haugland, City Manager, Steve Marriott, Director of Administrative Services, Chad Birdsong, Public Works Director, Tim Jarman, Golf Director, Eric Lane, Golf Superintendent, Katie Noyd, Parks and Recreation Director, and Shannon Stroud, Authority Secretary.

1. **Approval of Minutes:** Mike Edwards motioned to approve the October 14, 2013 meeting minutes; Tray Harkins seconded. Motion approved.
2. **Approval: Budget Spreadsheet:** Steve Marriott, Director of Administrative Services briefed the Authority. Marriott apologizes for the Authority only receiving the one page of the budget spreadsheet for October and November 2013 but the City experienced a server crash. The Beginning Balance is \$2,649,078.00, Revenues equal \$104,379.59, Total Expenditures of \$54,840.03, leave an Ending Balance of \$2,698,617.56. Committed Funds were reviewed individually totaling \$1,367,482.59. Available Cash Balance is 1,331,134.97. Tray Harkins motioned to approve the October and November spreadsheet totals; Gene Deckard seconded. Motion approved.
3. **Approval: Golf Course Equipment Purchase:** Tim Jarman, Golf Director briefed the Authority. The request is to help the Golf Course with a depleted and broken equipment fleet. They are purchasing instead of leasing equipment to maintain operating costs. All warranties have expired on the current fleet. The request is for 8 pieces of equipment to replace 8 pieces of equipment that are costing the course a lot of money. The equipment to be replaced is 2 greens mowers, 1 tee mower, and 5 zero turn rough mowers in the amount of \$104,240.00. Bob Ingle motioned to approve the Golf Course equipment purchase for an amount not to exceed \$105,000.00; Estella Morrison seconded. Motion approved.
4. **Comments:** None.
5. **Adjourn:** The meeting adjourned at 4:30 pm. The next meeting is scheduled for Monday, January 13, 2014 at 4:00 pm.

Shannon Stroud
Authority Secretary