

CITY OF NORTH KANSAS CITY, MISSOURI REGULAR COUNCIL MEETING

AMENDED

April 21, 2020

7:00 p.m.

Due to the recommendations of the Centers for Disease Control and the State of Emergency currently in effect in our area, this meeting will be held virtually, with the Mayor, City Council members and City staff joining the meeting on an online platform. The public may view the meeting live on Channel 2, the City's Cable Channel, or the City's YouTube channel, which can be found on the City's website at www.nkc.org/live.

Anyone wishing to make a public comment for the record at the meeting may do so by sending an email to city@nkc.org until 6:30 p.m. on Tuesday, April 21, 2020, and it will be read aloud at the meeting. Please supply your name and address. Any public comments received after 6:30 p.m. but before 7:00 p.m. will be placed in the City records by the City Clerk.

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Approval of Agenda**
- 5. Comments from the Public**

Consent Agenda

All matters listed within the Consent Agenda have been distributed to each member of the City Council for reading and study, are considered to be routine, and will be enacted by one motion of the council with no separate discussion. If separate discussion is desired on an item, from either the City Council or from the audience, that item may be removed from the Consent Agenda and placed on the Regular Agenda.

- 6. Arbor Day Proclamation**
- 7. Approval of the minutes of the Special Council Meeting of April 1, 2020**
- 8. Approval of the minutes of the Council Work Session of April 7, 2020**
- 9. Approval of the minutes of the Regular Council Meeting of April 7, 2020**

Regular Items

10. Purchasing Manual – Minority Business and Women’s Business Enterprises (Resolution No. 20-026)

Staff proposes the addition of provisions to the City’s Purchasing Manual stating the City’s commitment to take affirmative steps to assure that minority business enterprises and women's business enterprises are aware of solicitations for provision of goods and services to the City and will have an opportunity to be chosen to provide them, and listing affirmative steps that will be taken to further this effort.

11. Budget Amendment – Pump Stations (Resolution No. 20-027)

In his memo, the Public Works Director outlines problems with a number of the City’s pump stations over the last several months, requiring extensive repairs. Staff requests a budget amendment in the Gaming Fund in the amount of \$347,070.

12. Budget Amendment – Municipal Court – Show-Me Courts (Resolution No. 20-028)

In August of 2018, the Missouri Court Automation Committee and the Change Control Subcommittee adopted an implementation plan designating Show-Me Courts as the mandatory, statewide court case management system, which all municipal divisions (i.e. municipal courts) across Missouri must utilize. At its January 21, 2020 Regular Meeting, the City Council executed the Show-Me Courts Statement of Expectations and Agreement and amended Section 2.36.260, Court costs—Generally of the City’s Code of Ordinances to impose the seven dollars (\$7.00) surcharge to fund the new required case management system. Now before Council is a budget amendment that will allow staff to implement the new system in the most efficient manner. Staff recommends approval.

13. Waiver of Late Penalties for Utility Payments and Business License Renewals (Resolution No. 20-025)

At the City Council meeting of April 7, 2020, the City Council expressed interest in taking measures to provide relief to residents and businesses that have been hard-hit by the ongoing coronavirus pandemic. Staff has prepared a resolution for waiving late payment penalties for utility payments and business license renewal payments until June 1, 2020 for City Council consideration.

14. Approving Accounts Due and Payable by the City through April 17, 2020. {Bill No. 7502 (Ordinance No. 9299)}.

15. Staff Comments

- Upcoming City Items of Note
- Armour Road Complete Street June 2nd Meeting
- YMCA Monthly Financial Report – February 2020
- Crummett Beautification Fund – Richards Park Sculpture
- YMCA Calendar Year 2019 Financial Report

16. Councilmember Comments

17. Mayor's Comments

18. Consideration of a request to hold and recess into an executive session, as requested by the City Administrator, to be held on this date, on a real estate matter pursuant to Missouri Revised Statutes § 610.021(2).

19. Adjournment

Copies of ordinances referred to above are available for inspection prior to the meeting in the office of the City Clerk. Note: Meetings of the City Council are being broadcast live and recorded.

PROCLAMATION

WHEREAS, Arbor Day is celebrated throughout the world as a special event to promote the planting of trees; and

WHEREAS, trees can reduce the erosion of topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, reduce and clean storm water runoff, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for construction, and fuel for our fireplaces; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of the business districts and beautify our neighborhoods.

NOW, THEREFORE, I, Don Stielow, Mayor of the City of North Kansas City, Missouri, do hereby proclaim April 24, 2020, to be

ARBOR DAY

in the City of North Kansas City, Missouri, and I urge all citizens to celebrate Arbor Day and to support efforts to plant and maintain trees to promote the well-being of our future generations.

DONE at City Hall on this 21st day of April 2020.

Don Stielow, Mayor

Minutes of the North Kansas City, Missouri Special City Council Meeting of April 1, 2020

The City Council met in special session on Wednesday, April 1, 2020, via an on-line platform at 6:00 p.m. Due to the recommendations of the Centers of Disease Control and the State of Emergency declared by the City of North Kansas City and the Stay At Home Order issued by Mayor Don Stielow and the Clay County Health Department, and the ban on gatherings of more than ten people, this meeting was held virtually with the Mayor, City Council members and City staff joining the meeting through an on-line platform.

The following were present:

Mayor: Don Stielow
Councilmembers: Bryant DeLong
Rita Pearce
Jesse Smith
Valerie Pearman
Zachary Clevenger
Rick Stewart
Fred Steffen
Tom Farr

Staff Present: Eric Berlin, City Administrator
Kim Nakahodo, Assistant City Administrator
Kevin Freeman, Police Chief
Dave Hargis, Fire Chief
Sara Copeland, Community Development Director
Pat Hawver, Public Works Director
Stephen Roberts, IT Manager
Tom Barzee, City Counselor
Nick Hawkins, Finance Manager
Crystal Doss, City Clerk

Mayor Stielow called the meeting to order at 6:00 p.m.

City Administrator Eric Berlin stated that the purpose of this meeting was to test the new meeting format on the on-line platform so that the Council and Staff would be prepared for using the on-line platform for the upcoming Regular Council Meeting on April 7, 2020. The Council and staff discussed the format and use of the platform and conducted a test vote on a sample matter.

Roll Call

Being no further business to come before the Council, the meeting | Adjournment
adjourned at 6:30 p.m.

Council Adjourned

Mayor

Attest:

City Clerk

Approved this 21st day of April 2020

**Minutes of the North Kansas City, Missouri City Work Session Meeting of
April 7, 2020**

The City Council met in an open work session via an on-line platform on Tuesday, April 7, 2020, at 6:00 p.m.

The following were present:

Mayor: Don Stielow

Councilmembers: Bryant DeLong
Rita Pearce
Jesse Smith
Valerie Pearman
Zachary Clevenger
Rick Stewart
Fred Steffen
Tom Farr

Mayor Stielow called the meeting to order at 6:00 p.m. City Administrator Eric Berlin noted that the Mayor and all 8 councilmembers were present.

City Administrator Berlin stated that the first item on tonight's Work Session is to discuss the North Kansas City Infrastructure Report Card for 2020. He then asked Public Works Director Pat Hawver to present the item to Council. Mr. Hawver reviewed the grades given to each section of the City's infrastructure. Discussion ensued.

City Administrator Berlin asked that Public Works Director Hawver present this item to Council. Mr. Hawver stated that due to high river stages from mid-May through August 2019, all six storm water pump stations were activated continuously. The problems with the storm water pump stations were due to wear and tear from being activated for such a long period of time. Along with the storm water pump stations having issues, two of the sanitary sewage pumps stations have experienced problems. One station needed the grinder replaced, and another pump station needed a submersible pump repaired. The anticipated cost for all of these repairs is over \$300,000. At the next Council meeting, staff will submit a budget amendment to the Council for approval.

Mayor Stielow declared the work session adjourned at 6:30 p.m.

North Kansas City
Infrastructure Report
Card 2020

Pump Station Issues

Adjourn

Council Adjourned

Mayor

Attest:

City Clerk

Approved this 21st day of April 2020.

**Minutes of the North Kansas City, Missouri City Regular Council Meeting of
April 7, 2020**

The City Council met in regular session on Tuesday, March 17, 2020, at 7:00 p.m. Due to the recommendations of the Centers of Disease Control and the State of Emergency declared by the City of North Kansas City and the Stay At Home Order issued by Mayor Don Stielow and the Clay County Health Department, and the ban on gatherings of more than ten people, this meeting was held virtually with the Mayor, City Council members and City staff joining the meeting through an on-line platform.

The following were present:

Mayor: Don Stielow
Councilmembers: Bryant DeLong
Rita Pearce
Jesse Smith
Valerie Pearman
Zachary Clevenger
Rick Stewart
Fred Steffen
Tom Farr

Staff Present: Eric Berlin, City Administrator
Kim Nakahodo, Assistant City Administrator
Kevin Freeman, Police Chief
Dave Hargis, Fire Chief
Sara Copeland, Community Development Director
Pat Hawver, Public Works Director
Stephen Roberts, IT Manager
Tom Barzee, City Counselor
Nick Hawkins, Finance Manager
Crystal Doss, City Clerk

Mayor Stielow called the meeting to order at 7:00 p.m.

City Clerk Crystal Doss called the roll. The following councilmembers were present: Valerie Pearman, Zachary Clevenger, Rick Stewart, Fred Steffen, Tom Farr, Bryan DeLong, Rita Pearce, and Jesse Smith.

Roll Call

The meeting opened with the Pledge of Allegiance.

Opening

C. Clevenger moved to approve the agenda as presented, seconded by C. DeLong. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C DeLong, yes – C Pearce, yes – C. Smith, yes. Motion carried.

Approval of Agenda

City Administrator Eric Berlin read a comment that was submitted via e-mail from Joe Gauer, RiverNorth KC. Mr. Gauer asked that the City Council and City Staff try and find ways to help the small businesses in North Kansas City who have been negatively affected due to the Stay At Home order.

Comments from the Public

Consent Agenda included the following items:

Consent Agenda

Approval of the minutes of the Regular Council Meeting of March 3, 2020

Proclamation for Local Government Week

C. Farr moved to approve the Consent Agenda, seconded by C. Smith. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried.

Consideration of an Ordinance Amending Ordinance No. 9296 and Extending the Time Period Within Which Ordinance No. 9296 Shall Remain In Full Force and Effect; Continuing All Policies and Procedures During the Stated Health and Safety Emergency Within the City of North Kansas City, Missouri, and Extending the Grant of Emergency Powers and Authority to the Mayor and City Administrator {Bill No. 7500 (Ordinance No. 9297)}. City Administrator Berlin asked City Counselor Tom Barzee to present this Item to Council. Mr. Barzee stated that staff recommends extension of Ordinance No. 9296, approved March 17, 2020, and all the emergency provisions, powers and authority set forth therein. Instead of a specific termination or expiration date, the proposed ordinance continues in full force and effect through the end of the National Emergency or the State of Missouri Emergency regarding the COVID-19 virus, whichever shall be the later to end and terminate. Discussion ensued. C. Clevenger moved that Bill No. 7500 be placed on first reading, seconded by C. Farr. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried. Bill No. 7500 was read.

Ordinance No. 9297 –
Extension of Ordinance
Establishing Emergency
Policies and Procedures

C. Clevenger moved that Bill No. 7500 be placed on second and final reading and passed as Ordinance No. 9297, seconded by C. Farr. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried. Bill No. 7500 was read. Thereupon Mayor Stielow declared the motion carried and the Bill duly passed. Said Bill was then numbered 9297, was signed and approved by the Mayor and attested by the City Clerk.

Consideration of a Resolution Amending the Transportation Fund for Fiscal Year 2019-2020 in the Amount of \$130,749 for Construction of Street Drainage Improvements on the 1100 Block of Gentry (Resolution No. 20-015). City Administrator Berlin asked Public Works Director Pat Hawver to present this item to Council. Mr. Hawver stated that the 1100 block of Gentry has been overlaid several times throughout the years without being milled first, resulting in the asphalt surface completely covering the curbs in this area. This has resulted in drainage problems that require removal and replacement of a portion of the street, installation of new curbs, extension of a storm sewer line, and two catch basins to eliminate areas that hold water. In its memo, staff explains the need to amend the Transportation Fund to allow this project to proceed. Staff recommends a budget amendment in the amount of \$130,749. Discussion ensued. C. Farr moved to approve Resolution No. 20-015, seconded by C. Pearman. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, no – C. Pearce, yes. Motion carried, 7-1.

Resolution No. 20-015
– Budget Amendment
– Gentry Street
Drainage
Improvements

Consideration of a Resolution Approving a Contract Services Agreement for Construction of Certain Improvements on the 1100 Block of Gentry Street with Gunter Construction Company (Resolution No. 20-016). City Administrator Berlin asked Public Works Director Hawver to present this item to Council. Mr. Hawver stated that in the previous agenda item, staff requested a budget amendment to fund drainage improvements in the 1100 block of Gentry. Assuming approval, now before Council is award of contract for that project. In its memo, staff summarizes the results of procurement for this project and recommends award of contract to the lowest and best bidder, Gunter Construction Company. Discussion ensued. C. Stewart moved to approve Resolution No. 20-016, seconded by C. Farr. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, no – C. Pearce, yes. Motion carried, 7-1.

Resolution No. 20-016
– Award of Contract –
Gentry Street Drainage
Improvements

Consideration of a Resolution Approving Task Order No. 2 with Wilson & Company for Certain Engineering Work Related to the Howell Street Bump-Outs (Resolution No. 20-017). City Administrator Berlin asked Community Development Director Sara Copeland to present this item to Council. Ms. Copeland stated that on March 3, 2020 the City Council approved a budget amendment to provide funds for the installation of permanent bump-outs on Howell Street to replace the temporary pilot project that was installed in the summer of 2019. Wilson & Co., the City Engineer, has identified concepts for permanent improvements to replace a temporary pilot project that was installed last summer. The goal of both the pilot project and the permanent improvements is to narrow the vehicle lanes on Howell Street so that drivers are encouraged to travel the speed limit of 20 MPH. Now before Council is a Task Order providing for the preparation of construction plans for the permanent improvements. Staff recommends approval. Discussion ensued. C. DeLong moved to approve Resolution No. 20-017, seconded by C. Pearce. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried, 8-0.

Consideration of a Resolution Authorizing the City to Enter Into an Agreement With Olsson, Inc., for Certain Professional Services (Resolution No. 20-021). City Administrator Berlin stated that at its meeting of March 3, 2020, the City Council approved a contract with The Clark Enersen Partners ("Clark Enersen") for design of improvements to Macken Park Ballfield Diamond #1. Engineering aspects that must be performed to allow for design to be completed include a topographical design survey and geotechnical exploration. Olsson, Inc. has provided a for the Site Survey and Geotechnical Report in the amount of \$16,450, which Clark Enersen considers to be a fair price for the services, and Clark Enersen recommends moving forward with them. Staff recommends approval. Discussion ensued. C. Farr moved to approve Resolution No. 20-021, seconded by C. DeLong. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried, 8-0.

Consideration of a Resolution Amending the Traffic Pattern on Knox Street South of E. 14th Avenue and on E. 13th Avenue Between Knox Street and Jasper Street (Resolution No. 20-022). City Administrator Berlin stated that at its meeting of February 4, 2020, the Council

Resolution No. 20-017
– Howell Street Bump-outs Task Order

Resolution No. 20-021
– Letter Agreement for Professional Services with Olsson, Inc. Pursuant to Macken Park Ballfield Diamond #1 Improvements Design

Resolution No. 20-022
– Change to Traffic Pattern – Knox Street South of 14th Avenue

approved a license agreement for The Rabbit Hole allowing it to construct a patio space that will incorporate an accessible ramp entry on the Knox Street side of the building that will extend into the City's right-of-way. The agenda materials include the site plan approved as part of this license agreement. The approval essentially assumed that Knox Street would be one-way southbound. Also, The Rabbit Hole proposes that 45-degree spaces be installed on the west side of Knox Street, which also assumes the one-way southbound configuration. Staff supports both measures. Staff recommends that one-way southbound Knox be formally approved at this time. For safety purposes, E. 13th Avenue would also be converted to one-way westbound from Knox to Jasper. A resolution has been prepared for Council consideration. Discussion ensued. C. DeLong moved to approve Resolution No. 20-022, seconded by C. Farr. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried, 8-0.

and 13th Avenue
Between Knox and
Jasper

Consideration of a Resolution Amending the General Fund Budget for Fiscal Year 2019-2020 in the Amount of \$88,400.46 for the Intergovernmental Transfer of Funds for Participation in Missouri GEMT (Resolution No. 20-019). City Administrator Berlin asked Fire Chief Dave Hargis to present this item to Council. Chief Hargis stated that the City Council has approved agreements with the Missouri Healthnet Division to participate in the Ground Emergency Medical Transport (GEMT) Program. The GEMT Program is a program that allows the Fire Department to request compensation for certain unreimbursed costs for Medicaid transports. GEMT draws down federal dollars to help offset the cost of the City's provision of emergency ambulance and transport for qualifying Medicaid patients. In order to receive these funds, the city must transfer \$88,400.46 to the State of Missouri by April 10, 2020. After transfer of this amount, the City will receive a transfer in the amount of \$242,005.06 prior to June 30, 2020. To ensure this transfer happened timely, Mayor Stielow authorized that the transfer occur prior to formal Council approval. Staff recommends ratification of the budget amendment necessary to allow for the transfer. Discussion ensued. C. Farr moved to approve Resolution No. 20-019, seconded by C. Steffen. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried, 8-0.

Resolution No. 20-019
– Budget Amendment
– Ground Emergency
Medical Transport
(GEMT) Program

Consideration of a Resolution Authorizing the City to Execute Change Order #1 for Construction of Armour Road Redevelopment Phase 2B

Resolution No. 20-023
– Change Order #1,

(Resolution No. 20-023). City Administrator Berlin asked Community Development Director Copeland to present this item to Council. Ms. Copeland stated that the 2020 Budget includes \$250,000 in the Gaming Fund for "ARRA Phase 2B Improvements," the completion of infrastructure improvements associated with the Armour Road Redevelopment Area. Phase 2B work includes the extension of a water line, a new median on Taney Street, completion of the right turn lane taper to Vernon Street, driveway removal on Armour Road, sidewalk extension, and landscaping. On February 18, 2020 the City Council awarded the construction contractor for this work to Mega Industries. Shortly after the contract award, Mega Industries advised that the lead time for the PVC water main pipe called for in the bid documents was 8 to 12 weeks. This lead time would have significantly impacted the overall schedule for construction and would have had a negative impact on the completion of the Starbucks development. Mega Industries suggested a change to ductile iron for the water main, with a shorter lead time of three weeks but a slightly increased cost. This change order was discussed with the City Council on March 3, 2020, and the City Council indicated support for approving the change order. The attached resolution provides formal approval under the terms of the contract with Mega Industries. Mega has already ordered the ductile iron pipe and expects to mobilize for construction on March 30. Discussion ensued. C. Farr moved to approve Resolution No. 20-023, seconded by C. Stewart. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried, 8-0.

ARRA Phase 2B
Improvements

Consideration of a Resolution Approving First Amendment/Addendum to Contract Services Agreement for Appraisal Services with Al Donoho (Resolution No. 20-020). City Administrator Berlin asked City Counselor Barzee to present this item to Council. Mr. Barzee stated that on September 17, 2019, the City Council passed, and the Mayor approved Resolution No. 19-064, which approved a certain Contract Services Agreement for Appraisal services Al Donoho d/b/a Donoho Appraisals. for appraisal and right-of-way agent services related to the Burlington Corridor Complete Street Project. The work and services will not be able to be completed by the end of the term set forth in the Agreement, April 15, 2020. Before Council is a First Amendment/Addendum to the Agreement extending the term to August 15, 2020. Discussion ensued. C. Clevenger moved to approve Resolution No. 20-020, seconded by C. Farr. The roll was called, and the vote was as follows: C. Pearman, yes

Resolution No 20-020 –
First Amendment to
Contract Services
Agreement for
Appraisal Services with
Al Donoho, d/b/a
Donoho Appraisals

– C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C Pearce, yes – C. Smith, yes. Motion carried, 8-0.

Consideration of a Resolution Authorizing the City to Enter Into a Renewal Agreement with West Publishing Corporation for Computer Assisted Legal Research—WestLaw (Resolution No. 20-024). City Administrator Berlin asked City Counselor Barzee to present this item to Council. Mr. Barzee stated that the City currently provides the City Counselor with computer assisted legal research through West Publishing Corporation (Thomson Reuters) operating as “Westlaw.” It is time to renew the City’s annual contract with West Publishing Corporation for Westlaw. This renewal comes with a +7.6% increase. Staff recommends approval. C. Farr moved to approve Resolution No. 20-024, seconded by C. Pearman. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C Pearce, yes – C. Smith, yes. Motion carried, 8-0.

Resolution No. 20-024
– Renewal of Contract
with Westlaw for
Computer Assisted
Legal Research

Consideration of Small Business Assistance. C. DeLong had asked to have this item placed on the agenda. C. DeLong stated that after reading the legal opinion provided by City Counselor Barzee that he understands the providing of financial assistance to our small businesses is not allowed for a third-class city. He did ask that the staff possibly look for any legal means to help our businesses at this time. Discussion ensued, with councilmembers in agreement that the City should look for ways to provide assistance.

Consideration of Small
Business Assistance

Consideration of an Ordinance Authorizing Payment for Certain Accounts Due and Payable by the City Through April 3, 2020 {Bill No. 7501 (Ordinance No. 9298)}. C. Farr moved that Bill No. 7501 be placed on first reading, seconded by C. Stewart. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried. Bill No. 7501 was read. C. Pearman moved that Bill No. 7501 be placed on second and final reading and passed as Ordinance No. 9298, seconded by C. Farr. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried. Bill No. 7501 was read. Thereupon Mayor Stielow declared the motion carried and the Bill duly passed. Said Bill was then numbered 9298, was signed and approved by the Mayor and attested by the City Clerk.

Ordinance No. 9298 –
Approving Accounts
Due and Payable by
the City Through April
3, 2020

City Administrator Berlin stated the Upcoming City Items of Note, the YMCA January 2020 Financial Report, the Quarterly Community for All Ages Update, the Status of Projects and Purchases Report, the quarterly Strategic Plan Update, a memo on the Water Treatment Plant Project status recommending a temporary delay in bidding, and a memo explaining an emergency authorization by the mayor to forego fare revenue on KCATA trips that start in North Kansas City were in the Council packet for review. Mr. Berlin noted that the Harrah's Charitable Fund Grant Awards Breakfast has been canceled, and Harrah's will be mailing the checks directly to the non-profit organizations.

Community Development Director Copeland stated that the City continues to work with the developer of the Curran Park Lofts on that project to help move them closer to starting construction. One item that is necessary with their paperwork is a parking structure maintenance agreement between the City and the Developer. This agreement will lay out how we will jointly maintain the shared parking garage that is part of that project. One item of this agreement is the City's intent on when and how to charge an overtime amount, for example allowing free parking for two hours but charging for stays longer than that. Exact details of such a plan can be resolved later, but staff's intention is to advise our outside legal counsel to place in the agreement that we will be charging some kind of fee. The C.I.D. petition will come before Council for approval at a later date.

Mr. Berlin noted that a couple of agendas ago, there was an item regarding changing the traffic pattern on Armour Road due to the closure of the QuikTrip store at 1010 Armour. This item has been temporarily deferred, but it be brought back to Council at a future time.

Mr. Berlin discussed the residential and business surveys that Council approved earlier this year. The City has been notified by ETC, the survey company, that they have received all the responses they needed back to make a report to the Council. They will attend a work session later this year to present their report to the Council once we are able to meet in person again.

Mr. Berlin stated that earlier in the agenda, Council approved the Local Government Week proclamation. Mr. Berlin stated this is a trying time right now, and many government employees have gone above and beyond to keep all vital services working for our citizens. He expressed his thanks to everyone on the City staff for their work.

C. Pearman stated she wanted to thank the staff and the Council for being able to pivot and adapt to our current situation, and she hurts for those who are struggling.

C. Clevenger echoed C. Pearman's comments. He stated we have never been through a situation like this before and we are all learning on the fly, just hoping we are flattening the curve. C. Clevenger suggested staff consider if this situation we are now in will affect the reconsideration of the Armour Road Complete Street project, currently scheduled in June. He also thanked staff for all they are doing. He stated it was prudent to err on the side of caution.

C. Stewart stated the business community is the lifeline for our community. He stated that with all the cancellations of events, maybe we could look at something in the fall when we can all come together. He stated he hoped everyone understood that we are restricted on how we can help our local businesses, as we are a third-class city.

C. Steffen stated he would just like to concur with what everyone before him has expressed. He especially thanked the City's First Responders who must come face-to-face with our citizens during this pandemic.

C. Farr thanked I.T. Manager Stephen Roberts for his work to make these meetings possible. He said we should remember those who are still working and do not feel safe, who are afraid of coming into contact with the virus and infecting their families. He stated we should all stay strong and think positive.

C. DeLong stated he felt this meeting has gone really well and it is good that we can continue to conduct City business. He did ask if we could waive late fees on water bills at this time. Mr. Berlin said he would put this decision on the next City Council agenda for consideration. C. DeLong thanked all City staff whether working from home, split shifts, etc. Mr. DeLong noted that there may be federal stimulus dollars for infrastructure coming in the future.

C. Pearce thanked everyone including staff and first responders. She also thanked Harrah's for mailing the checks to the non-profits who are needing assistance at this time.

C. Smith stated he thought the meeting went surprisingly smoothly. He stated it was good to see the tree planting taking place in the park. He

asked that we do our best to support local businesses, looking out for our families first.

Mayor Stielow had nothing at this time.

C. DeLong moved to adjourn at 8:52 p.m., seconded by C. Pearce. The roll was called, and the vote was as follows: C. Pearman, yes – C. Clevenger, yes – C. Stewart, yes – C. Steffen, yes – C. Farr, yes – C. DeLong, yes – C. Pearce, yes – C. Smith, yes. Motion carried.

Mayor's Comments

Adjournment

Council Adjourned

Mayor

Attest:

City Clerk

Approved this 21st day of April 2020

MEMORANDUM



TO: Mayor and City Council

FROM: Eric Berlin, City Administrator

DATE: April 21, 2020

RE: Purchasing Manual – Minority Business and Women’s Business Enterprises

The City’s Purchasing Manual was approved by the City Council in 2006 and is overdue for an overhaul. Staff is engaged in a comprehensive review and will bring changes to the manual to the Council in the not-distant future.

At this time, staff brings forward an addition to the policy that staff recommends be added now. This is to add a section stating the City’s commitment to take affirmative steps to assure that minority businesses enterprises and women’s business enterprises are aware of solicitations for provision of goods and services to the City and will have an opportunity to be chosen to provide them.

Affirmative steps would include:

- (1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- (2) Assuring that minority businesses and women's business enterprises are solicited whenever they are potential sources by utilizing the State of Missouri Office of Equal Opportunity listing of certified Minority & Women Owned Businesses (found on the website located at <https://apps1.mo.gov/MWBCertifiedFirms/> at this writing) to search for qualifying vendors.

Staff brings this forward for action at this time because:

- The City is out of the mainstream in not having these provisions as part of its procurement policy and practice. Seeking out bids and proposals from minority and women owned businesses is now a standard practice for most local governments.
- The City's position outside of the mainstream on this practice could threaten our ability to receive state and federal funds in the future, as having these policies stated and practiced is often a pre-requisite to receiving such funding. This is especially relevant at this point in time.

Staff has prepared for Council consideration a resolution approving the addition of a new section to the City's purchasing manual stating the City's commitment to take affirmative steps to assure that minority business enterprises and women's business enterprises are sought out for City contracts and given the opportunity to compete for them. Staff recommends approval.

RESOLUTION NO. 20-026

RESOLUTION ADDING PROVISIONS TO THE CITY'S PURCHASING MANUAL RELATING TO MINORITY BUSINESS ENTERPRISES AND WOMEN'S BUSINESS ENTERPRISES

WHEREAS, the City of North Kansas City, Missouri (the "City") is a third class city and political subdivision duly organized and validly existing under the Constitution and laws of the State of Missouri; and

WHEREAS, the City Council wishes to assure that minority businesses enterprises and women's business enterprises are aware of solicitations for provision of goods and services to the City; and

WHEREAS, whereas the City Council desires that minority businesses enterprises and women's business enterprises will have an opportunity to be chosen to provide goods and services to the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North Kansas City, Missouri, as follows:

Section 1. Addition of Section to Purchasing Manual. A new section 2.2 is added to the City Purchasing Manual as follows:

2.2 MINORITY BUSINESS AND WOMEN'S BUSINESS ENTERPRISES

The City will take affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps will include:

- (1) Placing qualified minority business and women's business enterprises on solicitation lists;
- (2) Assuring that minority business and women's business enterprises are solicited whenever they are potential sources by utilizing The State of Missouri Office of Equal Opportunity listing of certified Minority & Women Owned Businesses to search for qualifying vendors.

Section 2. Renumbering. The remainder of Section 2 of the Purchasing Manual shall be renumbered as necessary to accommodate the addition of this new Section 2.2 to the Purchasing Manual.

Section 3. Further Authority. The City shall, and the mayor, city clerk, city officials and employees of the City are hereby authorized and directed to take such further action,

and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

Section 4. **Severability.** The sections, paragraphs, sentences, clauses and phrases of this Resolution shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this Resolution is found by a court of competent jurisdiction to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of this Resolution are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the City has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 5. **Governing Law.** This Resolution shall be governed exclusively by and construed in accordance with the applicable laws of the State of Missouri.

Section 6. **Effective Date.** This Resolution shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

DONE this 21st day of April, 2020.

Donald Stielow, *Mayor*

ATTEST:

Crystal Doss, *City Clerk*

MEMORANDUM



TO: Honorable Mayor Stielow & City Council Members

FROM: Pat Hawver, Director of Public Works

DATE: April 21, 2020

RE: Budget Amendment - Pump Station Issues

The purpose of this memo is to outline significant costs that the City has incurred and will incur related to pump stations it operates, and to request a budget amendment accordingly.

The City operates nine pump stations – six storm water pump stations and three sewage pump stations.

- Storm water pump stations owned by the North Kansas City Levee District and maintained on a day-to-day basis by the City:
 - Rock Creek Storm Water Pump Station
 - Howell Street Storm Water Pump Station
 - Burlington Storm Water Pump Station
- Storm water pump stations owned and operated by the City:
 - 26th Avenue Storm Water Pump Station
 - Linn-Jasper Storm Water Pump Station
 - Atlantic-Erie Storm Water Pump Station
- Sanitary sewer pump stations owned and operated by the City:
 - 19th Avenue Sewage Pump Station
 - Burlington Sewage Pump Station
 - Bedford Sewage Pump Station

Storm Water Pump Station Issues

Due to high river stages from mid-May through August 2019, all six storm water pump stations were activated continuously to keep river water from entering the pump stations and to pump storm water to the river each time it rained. Between October 2019 and February 2020 many substantial pump and motor related problems at the following three pump stations were discovered during routine inspections.

- 26th Avenue Storm Water Pump Station
- Linn-Jasper Storm Water Pump Station
- Rock Creek Storm Water Pump Station

Staff has determined the problems to be caused by the wear and tear from being activated for such a long period of time.

Each of the storm water pump stations has three pumps. In each of the pump stations mentioned immediately above, only one of the three pumps and/or motors are out of service for repairs. They need to be repaired timely, because two pumps may not be pump stormwater sufficiently in the event that the Missouri River stages rise to over 20 feet. Forecasts for the Missouri River this season are worrisome.

The 2020 Water Pollution Control (WPC) budget included \$40,000 for emergency pump station repairs. The balance of the account is currently \$2,773. At this moment, a few of the repairs have been completed and invoices paid are within the budget. A significant number of the repairs, however, are still in progress. This line item will soon be well over budget.

Below is a summary of the pumps, motors, and other mechanical failures encountered, and the repairs that have been completed or are in progress at three storm sewer pump stations and two sanitary sewer pump stations:

- Linn-Jasper Storm Pump Station

The Linn-Jasper Pump Station is owned and maintained by the City. In February, staff observed vibrations in the motor the Linn-Jasper pump station and contacted Independent Electric to pull the motor and determine what the problem was. It has been determined that the rotor shaft is loose, the bearings are worn, and the housing assembly needs repairs. The necessary repairs also include machine work that needs to be done on the shaft. The total estimated cost of repairing this pump station is as follows:

○ Repair #2 Motor Imbalance	\$29,660
○ Remove and Install Motor #2	\$ 8,000
○ Disconnect and Reconnect Motor Wiring	\$ 2,000
○ Motor Evaluation	<u>\$ 3,500</u>
	\$43,160

- 26th Avenue Storm Pump Station

This station is owned and maintained by the City. Staff turned on the pumps during a routine inspection and one of the pumps began to vibrate excessively. A technician from Mid-America Pump observed the pump and determined that the vibrations were caused from worn bearings in the impeller, which caused the impeller to hit the casing. There were also signs of other serious mechanical issues and staff the company recommended that the pump and motor be removed and transported to their shop to be dismantled and examine what the problems were.

In preparation to remove the pump by lifting it out with a crane through the hatch on the roof, staff realized that the hatch was too small to lift the pump through it. Apparently, the pump station building was constructed around the pumps after the pumps were installed. Staff received quotes to install a larger hatch, which would require sawing the concrete roof to the size needed and installing a larger hatch. JR Roofing provided a proposal in the amount of \$20,813 for the hatch replacement.

It has been determined that the damages to the pump are extensive, and it needs to be totally rebuilt. The pump is approximately 45 years old, and the manufacturer closed their business many years ago. To repair a multitude of parts, it is necessary to fabricate them at Mid-America Pump's shop, and utilize two other repair shops that also have the means to fabricate parts. The estimated cost for removing, repairing, and reinstalling the pump is approximately \$135,000.

The pump motor was dismantled from the pump and sent to Rotec Electrical Services for diagnosis and repair. It was found to have extensive electrical problems. A proposal in the amount of \$38,970 for the motor repairs was submitted. It is estimated that the repaired pump and motor will be installed in early to mid-May.

The total estimated cost of repairing this pump station is as follows:

○ Rebuild Roof Hatch	\$ 20,813
○ Repair Motor	\$ 38,970
○ Disassemble, Repair and Reinstall Pump	\$135,000
○ Rewire and Electrical Connection	<u>\$ 4,000</u>
	\$198,783

- Rock Creek Storm Water Pump Station

The Rock Creek, Howell Street and Burlington stormwater pump stations are owned by the North Kansas City Levee District and are maintained on a day-to-day basis by the City. The Levee District is responsible for certain major repairs that might be necessary to these pump stations.

Pump #2 and the motor at the Rock Creek Pump Station failed on October 10, 2019. There is no roof hatch at the pump station to lift the pump out with a crane, so it took over a week to remove it from the base plate and dismantle it so it could be hauled to Mid-America Pump's repair shop for repairs. After technicians examined the damages to the pump, it was determined that it needed to be overhauled, and the badly damaged motor needed to be replaced. The Levee District had a mechanical engineer examine the motor at Mid-America Pump's shop, and he agreed the motor had to be replaced.

The Levee District assumed responsibility for the costs of purchasing the motor, installation of a sole plate which includes concrete work, and the purchase of three soft starts at the total cost of approximately \$96,801.

The City assumed the responsibility for the costs for removing and hauling the pump to the repair shop, repairing and reinstalling the pump and motor, rerouting pump conduits and the electrical connections, and replacing the pump oilers, which altogether is estimated to cost approximately \$78,279. The new motor and the renovated pump are expected to be installed in late April.

The agreement between the City and the Levee District regarding cost sharing of repairs to the three stations the Levee District owns dates back to 1955, and it is not entirely clear to staff that some of the costs currently ascribed to the City should not be shouldered by the Levee District. Staff recommends that the City accept these costs for now and continue the plans for the work, but staff may want to revisit the current cost share for the Rock Creek pump station repairs with the Levee District.

The total estimated City cost of repairing this pump station is as follows:

○ Pull Pump #2, Transport to Shop	\$ 7,380
○ Repair Pump, Install Pump and Motor	\$63,585
○ Re-route Pump Conduits	\$ 6,080
○ Replace and Install Pump Oilers	<u>\$ 1,234</u>
	\$78,279

Sanitary Sewage Pump Station Issues

In addition to the problems noted above with storm water pump stations, we have had issues with two of our sanitary sewage pump stations.

- 19th Avenue Sewage Pump Station (Costs Paid in FY 2019, not part of this proposed budget amendment)

The grinder experienced a mechanical failure, apparently when an unknown object destroyed the mesh teeth configuration that prevents large debris from passing through the pump station. The grinder had to be replaced because the damages were too extensive to repair. The bearings in the pump were worn out and the impeller was

hitting the casing. Since the pump had to be removed to be repaired, staff also had the motor inspected and it was determined it needed new winding and other electrical repairs. Once the pump bearings were replaced and the pump was reinstalled, staff found that the check valve had also failed, which prevented wastewater from being pumped. The check valve was replaced. These combined repairs restored pumping capabilities. The total cost of these emergency repairs was \$29,913.

○ Inspect and Repair Pump and Motor	\$ 4,678
○ Install new Check Valve	\$ 2,300
○ Remove and Replace Grinder	<u>\$22,935</u>
	\$29,913

- Burlington Sewage Pump Station

There are three submersible pumps at the Burlington Pump Station. Staff observed a leak indicator showing there were problems with the motor windings on Pump #2. When the motor was pulled it was determined that a small seal had broken and sewage was getting in the motor. The proposal to replace the motor was close to the cost of repairing it, so it was decided that replacement in the amount of \$16,848 was the better option. The motor has been ordered and it is anticipated to be shipped and installed in early April.

○ Repair Submersible Pump #2	\$16,848
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The following summarizes the actual or anticipated costs of all the pump station issues noted above for which a budget amendment is sought:

○ Linn-Jasper Storm Water Pump Station	\$ 43,160
○ 26 th Avenue Storm Water Pump Station	\$198,783
○ Rock Creek Storm Water Pump Station	\$ 78,279
○ Burlington Sewage Pump Station	\$ 16,848
TOTAL:	\$337,070

The amount budgeted for pump repairs in the FY 2020 Budget was \$40,000.

Staff recommends a budget amendment in the amount of \$347,070 to cover these expenses noted above and leaves approximately \$50,000 in this line item to cover other pump repairs that may occur through the rest of the fiscal year.

In the FY 2020 Budget the Council made the decision to transfer necessary funds for capital expenses from the Gaming Fund to the WPC Fund. Therefore, the budget amendment is for a transfer from the Gaming Fund in the amount of \$347,070.

RESOLUTION NO. 20-027

A RESOLUTION AMENDING THE GAMING FUND FOR FISCAL YEAR 2019-2020 BY APPROPRIATING \$347,070 TO THE WPC CAPITAL OUTLAY-INFRASTRUCTURE ACCOUNT FOR REPAIRS OF PUMPS, MOTORS, AND RELATED COMPONENTS AT FOUR PUMP STATIONS

WHEREAS, the City of North Kansas City, Missouri adopted the fiscal year 2019-2020 Budget on September 17, 2019, Resolution No. 19-054, using estimates of income and expenditures established at that time; and

WHEREAS, due to high river stages from mid-May through August 2019, all six stormwater pump stations were activated, and the three pumps in each pump station ran nearly continuously to keep river water from entering the wet wells at pump stations and to pump stormwater to the river each time it rained; and

WHEREAS, between October 2019 and February 2020 many substantial pump and motor related failures were discovered in three of the six stormwater pump stations, and at one sanitary sewage pump station, and at this time repairs continue. These mechanical failures occurred to the stormwater pump stations are due to wear and tear from being activated for such a long period of time; and

WHEREAS, altogether the estimated cost of repairs totals \$337,070; and

WHEREAS, staff recommends a budget amendment in the amount of \$347,070 to cover these expenses noted leaves approximately \$50,000 for other repairs that may occur through the rest of the fiscal year; and

WHEREAS, a resolution amending the 2019-2020 Gaming Fund by appropriating \$347,070 to the WPC Capital Outlay-Infrastructure account has been prepared for consideration of approval by the Council.

NOW, THEREFORE, BE IT RESOLVED that the following amendment shall be made to the fiscal year 2019-2020 Budget as follows:

GAMING FUND

		<u>Increase</u>	<u>Decrease</u>
<u>Revenues</u>			
Balance Appropriation	25-4999	\$347,070	

Expenditures

Transfer Out - WPC Fund 25-535-9070 \$347,070

WATER POLLUTION CONTROL FUND

Increase Decrease

Revenues

Transfer In – Gaming Fund 61-4940 \$347,070

Expenditures

Capital - Infrastructure 61-570-8770 \$347,070

DONE this 21st day of April 2020

Donald Stielow, Mayor

Attest: _____
Crystal Doss, City Clerk

MEMORANDUM



TO: Mayor and City Council

FROM: Kim Nakahodo, Assistant City Administrator

DATE: April 21, 2020

RE: Budget Amendment - Show-Me Courts

Missouri municipal courts are a division of the statewide court system, which is controlled by the Missouri Supreme Court. Thus municipal courts must implement rules promulgated by the Supreme Court or its designees.

In August of 2018, the Missouri Court Automation Committee and the Change Control Subcommittee adopted an implementation plan designating Show-Me Courts as the mandatory, statewide court case management system, which all municipal divisions (i.e. municipal courts) across Missouri must utilize.

At its January 21, 2020 Regular Meeting, the City Council executed the Show-Me Courts Statement of Expectations and Agreement and amended Section 2.36.260, Court costs—Generally of the City’s Code of Ordinances to impose the seven dollar (\$7.00) surcharge to fund the new required case management system. All proceeds from this new surcharge are remitted to the State of Missouri to fund the new case management system. The Statewide Court Automation Fund covers the cost of the Show-Me Court online portal, but it does not cover the costs of implementation or maintenance of the municipality's previous court management system.

According to the Missouri Office of State Courts Administrator, any costs associated with implementing the Show-Me Court system are the responsibility of the municipality. Staff is requesting a budget amendment to address two issues identified in the implementation of the Show-Me Court system.

Brazos Software Interface

The state’s Show-Me Court online portal does not automatically sync with the City’s Brazos e-ticketing system. This disconnect between the two systems will result in staff having to manually load the tickets from the City’s Brazos e-ticketing system into the Show-me Court system on a daily basis. Staff has received an estimate from Tyler Technologies to develop an automated interface from the City’s Incode system to the

Show-Me Court system. This interface would not only save staff time, but will reduce the likelihood of error from manually downloading/uploading data between the two systems. Tyler Technologies advises staff that this software interface will take 4-5 months to develop and implement.

New Cabinet Work Station

Due to this mandated transition, NKC Municipal Court staff will need to manage both the Show-Me Courts and the Incode Municipal Court module systems until the violations in the Incode system have aged out or been disposed of. Staff is requesting the purchase of a new cabinet work station to allow for two separate computer systems to be set up in the Municipal Court window. The current Incode Municipal Court system work station will remain in place and staff is proposing a new cabinet to accommodate the Show-Me Courts system work station in the Municipal Court window. This will allow staff to access both systems for customers at the Municipal Court window. This cabinet will take 1-2 months to fabricate and install.

Staff is requesting the following budget amendment:

Brazos Software Interface	\$4,300
<u>New Cabinet Work Station</u>	<u>\$1,400</u>
Total Budget Amendment Request	\$5,700

The NKC Municipal Court was scheduled to 'go live' with the Show-Me Courts system on April 1, 2020. At this time, due to the global COVID-19 pandemic, the City's transition to the Show-me Courts system is unknown.

Staff is requesting the City Council proceed with this budget amendment so that the vendors can begin production on both items in advance of the City's rescheduled 'go live' Show-me Courts transition date.

RESOLUTION NO. 20-028

A RESOLUTION AMENDING THE GENERAL FUND BUDGET FOR FISCAL YEAR 2019-2020 IN THE AMOUNT OF \$5,700 FOR EXPENSES RELATED TO THE IMPLEMENTATION OF SHOW-ME COURT FOR THE MUNICIPAL COURT

WHEREAS, the City of North Kansas City, Missouri adopted the fiscal year 2019-2020 Budget on September 17, 2019, Resolution No. 19-059, using estimates of income and expenditures established at that time; and

WHEREAS, on Tuesday, January 21, 2020, the City Council executed the Show-Me Courts Statement of Expectations and Agreement and an amendment to Section 2.36.260, Court costs—Generally of the City’s Code of Ordinances to impose the seven dollars (\$7.00) surcharge to fund the new required case management system; and

WHEREAS, according to the Missouri Office of State Courts Administrator, any costs associated with implementing the Show-Me Court system are the responsibility of the municipality; and

WHEREAS, the City Council does hereby find and determine that it is in the best interest of the City of North Kansas City, Missouri to approve the appropriation of \$5,700 from the General Fund balance to contribute to the Municipal Court Fund.

NOW, THEREFORE, BE IT RESOLVED that the following amendment shall be made to the fiscal year 2019-2020 Budget as follows:

	<u>GENERAL FUND</u>	<u>Increase</u>	<u>Decrease</u>
<hr/>			
Revenues			
Fund Balance Appropriation	10-4999	\$5,700	
Expenditures			
Minor Equipment	10-506-7210	\$1,400	
Software	10-506-6115	\$4,300	

DONE this 21st day of April 2020

Don Stielow, *Mayor*

ATTEST:

Crystal Doss, *City Clerk*

MEMORANDUM



TO: Mayor and City Council

FROM: Eric Berlin, City Administrator

DATE: April 21, 2020

RE: Waiver of Late Penalties for Utility Payments and Business License Renewals

At the City Council meeting of April 7, 2020, the City Council expressed interest in taking measures to provide relief to residents and businesses that have been hard-hit by the ongoing coronavirus pandemic.

- Utility Payment Late Penalties: City Code Section 13.04.180 provides for the charging of a penalty for late payment of utility bills. The penalty is ten (10) percent of the current amount due.
- Business License Renewal Late Penalties: City Code Section 5.04.200 of the City Code provides for the charging of a penalty for overdue business license renewals of ten (10) percent of the amount due, with an additional penalty of two percent of the original tax added on the last day of each calendar month thereafter.

Staff has prepared a resolution waiving these penalties until June 1, 2020 for City Council consideration.

RESOLUTION NO. 20-025

A RESOLUTION AUTHORIZING THE CITY TO WAIVE LATE PENALTIES ON UTILITY BILLS AND BUSINESS LICENSE RENEWALS THROUGH JULY1, 2020

WHEREAS, the City of North Kansas City, Missouri (the “City”) is a body corporate, a third class city and political subdivision of the State of Missouri, duly created, organized and validly existing under and by virtue of the Constitution and laws of the State of Missouri; and

WHEREAS, the Covid-19 virus has caused financial hardship for many North Kansas City residents and businesses;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North Kansas City, Missouri, as follows:

Section 1. Waiving of Utility Bill Late Penalties. City Code Section 13.04.180 provides for the charging of a penalty for late payment of utility bills. The City Council hereby authorizes the waiver of late penalties on utility bills through the period of June 1, 2020. Late penalties will resume accruing on June 20, 2020 unless the time period is extended by further action of the City Council.

Section 2. Waiving of Business License Renewal Late Penalties. The City Council hereby authorizes the waiver of late penalties on business license renewals through the period of June 1, 2020. Late penalties will be waived for businesses that have not had a late penalty within the last three prior fiscal years. Businesses that meet these criteria but who have already paid a penalty will be refunded the penalty portion of their license payment. Late penalties will again begin being charged unless the time period is extended by further action of the City Council.

Section 3. Severability. The sections, paragraphs, sentences, clauses and phrases of this Resolution shall be severable. In the event that any such section, paragraph, sentence, clause or phrase of this Resolution is found by a court of competent jurisdiction to be invalid, the remaining portions of this Resolution are valid, unless the court finds the valid portions of this Resolution are so essential to and inseparably connected with and dependent upon the void portion that it cannot be presumed that the City has enacted the valid portions without the void ones, or unless the court finds that the valid portions, standing alone, are incomplete and are incapable of being executed in accordance with the legislative intent.

Section 4. Governing Law. This Resolution shall be governed exclusively by and construed in accordance with the applicable laws of the State of Missouri.

Section 5. Effective Date. This Resolution shall be in full force and effect from and after its passage by the City Council and approval by the Mayor.

DONE this 21st day of April, 2020.

Donald Stielow, *Mayor*

ATTEST:

Crystal Doss, *City Clerk*

BILL NO. 7502

ORDINANCE NO. 9299

**AN ORDINANCE AUTHORIZING PAYMENT FOR CERTAIN ACCOUNTS
DUE AND PAYABLE BY THE CITY THROUGH APRIL 17, 2019**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORTH KANSAS
CITY, MISSOURI, AS FOLLOWS:**

SECTION 1. The City Council hereby authorizes payment from the funds of the City of North Kansas City, Missouri, the following sums:

A. General Fund	2,008,437.67
B. Payroll Transfers	383,312.24
C. Transportation Sales Tax	38,995.67
D. Convention & Tourism	988.33
E. Gaming Fund	40,405.20
F. Community Center	—
G. Water Fund	15,446.34
H. Sewerage System Fund	27,615.40
I. Pension Fund	—
J. Northgate Capital Project	—
K. Health Fund	165.00
L. Communications Fund	—
	<hr/>
	\$ 2,515,365.85
	<hr/> <hr/>

SECTION 2. The City Clerk is hereby authorized and directed to draw checks on the City Treasury to pay the above payments.

PASSED this 21st day of April, 2019

Mayor

APPROVED this 21st day of April, 2019

Mayor

ATTEST:

City Clerk

PAYMENT ORDINANCE DETAIL FOR APRIL 17, 2019

	VISA WIRE	CHECK/DRAFT	TOTAL
GENERAL FUND	\$ -	2,008,437.67	2,008,437.67
PARKS & RECREATION	-	4,548.48	4,548.48
LIBRARY	-	5,772.21	5,772.21
TRANSPORTATION	-	38,995.67	38,995.67
CONVENTION & TOURISM	-	988.33	988.33
GAMING FUND	-	40,405.20	40,405.20
NORTHGATE CAPITAL PROJECT	-	—	—
HEALTH FUND	-	165.00	165.00
WATER	-	15,446.34	15,446.34
SEWER	-	27,615.40	27,615.40
COMMUNITY CENTER	-	0.00	—
COMMUNICATIONS FUND	-	0.00	—
PENSION	-	—	—
REPORT SUB-TOTAL	\$ -	\$ 2,142,374.30	\$ 2,142,374.30

PAYROLL TRANSFERS THROUGH APRIL 17, 2019 383,312.24

Total Payments **\$ 2,525,686.54**

Less Parks & Library (10,320.69)

ORDINANCE TOTAL **\$ 2,515,365.85**



Expense Approval Report By Segment (Select Below)

Payment Dates 04/08/2020 - 04/22/2020

Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
ENCOMPASS REALTY ON MO L	118971	03/19/2020	BUSINESS LICENSE 7447 WAS	10-2430	8.10
R/S ELECTRIC CORPORATION	118964	04/08/2020	REFUND OF PENALTY - PENAL	10-2430	7.50
MISSOURI DEPT OF REVENUE	119020	04/08/2020	CRIME VICTIM MARCH 2020	10-2410	1,094.52
CLAY COUNTY TREASURER	118991	04/08/2020	DOMESTIC VIOLENCE MARCH	10-2415	610.00
MISSOURI STATE TREASURER	119023	04/08/2020	PEACE OFFICER MARCH 2020	10-2418	154.00
MISSOURI SHERIFF'S RETIREM	119022	04/08/2020	SHERIFF'S FUND MARCH 2020	10-2412	450.00
USBANK - INSTITUTIONAL T	118980	04/15/2020	P&F PENSION POLICE-EE	10-2251	2,397.50
USBANK - INSTITUTIONAL T	118980	04/15/2020	P&F PENSION FIRE-EE	10-2251	4,185.32
I.A.F.F. LOCAL 42 PAC	118974	04/15/2020	IAFF, LOCAL 42, PAC	10-2268	85.00
NKC FIRE FIGHTERS COMMUN	118977	04/15/2020	N.K.C. FIRE DEPT POP FUND	10-2265	575.00
UNITED WAY OF GREATER KA	118979	04/15/2020	PR DEDUCTS	10-2260	20.00
WEST CENTRAL MO REG LOD	118981	04/15/2020	PR DEDUCTS	10-2268	1,323.42
I.A.F.F. LOCAL 42	118975	04/15/2020	PR DEDUCT	10-2268	4,518.24
CITY OF NORTH KANSAS CITY	118970	04/15/2020	FLEX DC	10-2266	1,538.40
CITY OF NORTH KANSAS CITY	118970	04/15/2020	FLEX MEDICAL	10-2267	2,972.52
CITY OF NORTH KANSAS CITY	118970	04/15/2020	FLEX MEDICAL	20-2267	380.00
CITY OF NORTH KANSAS CITY	118970	04/15/2020	FLEX MEDICAL	21-2267	415.40
CITY OF NORTH KANSAS CITY	118970	04/15/2020	FLEX MEDICAL	22-2267	153.84
CITY OF NORTH KANSAS CITY	118970	04/15/2020	FLEX MEDICAL	60-2267	600.00
The Rabbit hOle	119044	04/15/2020	CORE & SEHLL CONSTRUCTIO	10-2430	1,844,608.98
NATIONWIDE 457	DFT0001464	04/16/2020	NATIONWIDE 457	10-2250	3,212.59
NATIONWIDE 457	DFT0001464	04/16/2020	NATIONWIDE 457	10-2258	460.00
VOYA 457	DFT0001463	04/16/2020	VOYA 457	10-2253	2,259.08
VOYA 457	DFT0001463	04/16/2020	VOYA 457	20-2253	25.00
VOYA 457	DFT0001463	04/16/2020	VOYA 457	21-2253	43.25
VOYA 457	DFT0001463	04/16/2020	VOYA 457	22-2253	100.28
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	10-2249	5,070.26
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	10-2254	2,146.20
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	20-2249	289.56
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	20-2254	195.30
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	22-2249	48.00
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	22-2254	107.28
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	60-2249	224.16
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	60-2254	55.20
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	61-2249	170.44
AMERICAN FAMILY LIFE ASSU	DFT0001465	04/16/2020	AMERICAN FAMILY LIFE ASSU	61-2254	10.92
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	ICMA - EE	10-2252	8,902.98
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	ICMA - EE	10-2259	1,364.64
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	ICMA - EE	20-2252	224.14
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	ICMA - EE	21-2252	88.78
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	ICMA - EE	22-2252	393.28
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	ICMA - EE	60-2252	502.22
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	ICMA	60-2259	39.96
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	61-2252	151.59
MUSSELMAN & HALL CONTRA	119026	04/16/2020	Richards Park Statue -- Concre	10-3060	35,387.74
RL YATES ELECTRIC CO INC	119039	04/16/2020	Richards Park Statue -- Electri	10-3060	14,122.09
					1,941,692.68

Department: 505 - ADMINISTRATION

BLUE CROSS BLUE SHIELD OF	118958	04/07/2020	PCA INVOICE	10-505-5310	145.36
WEST PUBLISHING CORP	119048	04/09/2020	LEGAL -- WEST INFORMATION	10-505-6030	929.10
RUBINBROWN LLP	119040	04/14/2020	ANNUAL AUDIT	10-505-6020	7,500.00
MUNICIPAL CODE CORP	119025	04/16/2020	MUNICODE CODE UPDATE	10-505-6321	1,750.90
NECCO COFFEE INC	119028	04/16/2020	COFFEE	10-505-7001	124.55
VOYA 457	DFT0001463	04/16/2020	VOYA 457	10-505-5210	127.01

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Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	10-505-5210	721.69
				Department 505 - ADMINISTRATION Total:	11,298.61
Department: 506 - MUNICIPAL COURT					
NKC MUNICIPAL COURT BON	118963	04/08/2020	OVERDRAFT OF DEPOSIT SLIP	10-506-6345	130.23
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	10-506-5210	43.27
				Department 506 - MUNICIPAL COURT Total:	173.50
Department: 507 - ECONOMIC DEVELOPMENT					
BEARS PRINTING & BINDERY, I	118986	04/16/2020	NORTHTOWN REPORT	10-507-6090	2,222.10
				Department 507 - ECONOMIC DEVELOPMENT Total:	2,222.10
Department: 510 - FIRE					
MEDICAL EQUIPMENT SOLUTI	119017	04/02/2020	Monthly rental of Oxygen	10-510-7011	30.00
Joseph Menge	119008	04/02/2020	Kitchen hood cleaning both st	10-510-7014	520.00
MERITAS HEALTH CORP	118962	04/07/2020	FD ANNUAL PHYSICALS	10-510-5440	471.00
BLUE CROSS BLUE SHIELD OF	118958	04/07/2020	PCA INVOICE	10-510-5310	902.06
MEDICAL EQUIPMENT SOLUTI	119017	04/08/2020	Monthly Oxygen rental	10-510-7011	36.00
ZOLL MEDICAL CORP	119050	04/08/2020	Large adult cuff double tube	10-510-7011	89.26
ED M FELD EQUIPMENT CO IN	119000	04/08/2020	908 Deck gun valve leaking	10-510-7140	311.00
ED M FELD EQUIPMENT CO IN	119000	04/08/2020	900 Oil filter change	10-510-7140	182.00
CONRAD FIRE EQUIPMENT IN	118992	04/08/2020	904 - SRS light for repair	10-510-7014	108.96
BOUND TREE MEDICAL LLC	118988	04/08/2020	Airway tube 3 different sizes	10-510-7011	424.90
BOUND TREE MEDICAL LLC	118988	04/08/2020	MAX BiTrc ED mask w/t Neb	10-510-7011	318.84
BOUND TREE MEDICAL LLC	118988	04/08/2020	King airway tube	10-510-7011	212.45
MCKESSON MEDICAL-SURGIC	119016	04/08/2020	Masks, Tube kits, resuscitator	10-510-7011	224.82
MCKESSON MEDICAL-SURGIC	119016	04/08/2020	Tube kits	10-510-7011	226.20
MCKESSON MEDICAL-SURGIC	119016	04/08/2020	Masks, Nebulizer, saline, cath	10-510-7011	726.33
NUBYCOR LLC	119032	04/08/2020	Batteries 9Volts & C 9 (9 cases)	10-510-7010	98.19
MERITAS HEALTH CORP	118976	04/15/2020	FD ANNUAL PHYSICALS	10-510-5440	1,364.00
USBANK - INSTITUTIONAL T	118980	04/15/2020	P&F PENSION FIRE-ER	10-510-5220	9,315.61
DR STEVEN L RUSSELL	118999	04/15/2020	Emergency Medical Services	10-510-5480	1,000.00
NATIONWIDE 457	DFT0001464	04/16/2020	NATIONWIDE 457	10-510-5210	1,555.00
VOYA 457	DFT0001463	04/16/2020	VOYA 457	10-510-5210	425.79
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	10-510-5210	1,219.91
				Department 510 - FIRE Total:	19,762.32
Department: 515 - POLICE					
EQUIFAX INFORMATION SERVI	119001	04/02/2020	EQUIFAX 03-2020	10-515-7018	75.77
JASON B HODGDON	119007	04/03/2020	CRIME SCENE CLEANERS 04-0	10-515-7020	85.00
BLUE CROSS BLUE SHIELD OF	118958	04/07/2020	PCA INVOICE	10-515-5310	251.91
BORESOW CHEMICAL CO, INC	118987	04/10/2020	PLASTICWARE	10-515-7001	740.25
MSHP CJ TECH FUND	119024	04/10/2020	MULES APRIL-JUNE 2020	10-515-6060	1,755.00
CLAY COUNTY SHERIFF DEPT	118990	04/10/2020	INMATE HOUSING 03-2020	10-515-7020	1,638.00
LEXIPOL LLC	119013	04/10/2020	LEXIPOL 2020	10-515-6110	4,365.00
JASON B HODGDON	119007	04/15/2020	BIO CLEAN UP IN THE JAIL	10-515-7020	85.00
BLUE CROSS BLUE SHIELD OF	118969	04/15/2020	PCA INVOICE	10-515-5310	1,333.67
USBANK - INSTITUTIONAL T	118980	04/15/2020	P&F PENSION POLICE-ER	10-515-5220	5,336.21
VOYA 457	DFT0001463	04/16/2020	VOYA 457	10-515-5210	140.25
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	10-515-5210	2,196.27
				Department 515 - POLICE Total:	18,002.33
Department: 521 - BUILDINGS & GROUNDS					
NATIONAL EXTERMINATING	119027	04/13/2020	Pest control CH, PD, FD, street	10-521-6090	72.00
NATIONAL EXTERMINATING	119027	04/13/2020	Pest control CH, PD, FD, street	10-521-6090	38.50
NATIONAL EXTERMINATING	119027	04/13/2020	Pest control CH, PD, FD, street	10-521-6090	38.50
NATIONAL EXTERMINATING	119027	04/13/2020	Pest control CH, PD, FD, street	10-521-6090	45.00
NATIONAL EXTERMINATING	119027	04/13/2020	Pest control CH, PD, FD, street	10-521-6090	45.00
UniFirst Corporation	119046	04/13/2020	biweekly mat service (\$53)	10-521-7110	53.00
UniFirst Corporation	119046	04/13/2020	biweekly mat service (\$53)	10-521-7110	53.00
World Fuel Services Inc	119049	04/13/2020	bobcat fuel	10-521-7075	1,906.61
HI-GENE'S JANITORIAL SVC IN	119004	04/13/2020	Monthly cleaning for PD & CH	10-521-6330	1,175.00
HI-GENE'S JANITORIAL SVC IN	119004	04/13/2020	cleaning supplies for PD & CH	10-521-7006	379.70
HI-GENE'S JANITORIAL SVC IN	119004	04/13/2020	Monthly cleaning for PD & CH	10-521-6330	585.00

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Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
SHRED-IT US JV LLC	119042	04/13/2020	monthly shred services for CH	10-521-6057	36.15
SHRED-IT US JV LLC	119042	04/13/2020	monthly shred services for CH	10-521-6057	24.18
MINNESOTA ELEVATOR INC	119019	04/13/2020	quarterly elevator maintenanc	10-521-7110	149.94
MINNESOTA ELEVATOR INC	119019	04/13/2020	CH elevator repair	10-521-7110	250.00
VOYA 457	DFT0001463	04/16/2020	VOYA 457	10-521-5210	30.88
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	10-521-5210	54.93
Department 521 - BUILDINGS & GROUNDS Total:					4,937.39
Department: 524 - CONVENTION & TOURISM					
SOLI'S PRINTING INC	119043	04/13/2020	Friday in the Park Posters	24-524-6090	305.00
KENNETH A REMMERT	119010	04/15/2020	Music Program Coordinator	24-524-6090	683.33
Department 524 - CONVENTION & TOURISM Total:					988.33
Department: 525 - PUBLIC WORKS ADMIN					
NKC BREAKFAST CLUB INC	119029	04/13/2020	quarterly dues (\$185)	10-525-6220	185.00
MARC SOLID WASTE MGMT D	119014	04/13/2020	Regional aerial GIS photograp	10-525-6090	289.15
BLUE CROSS BLUE SHIELD OF	118969	04/15/2020	PCA INVOICE	10-525-5310	354.80
VOYA 457	DFT0001463	04/16/2020	VOYA 457	10-525-5210	51.10
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	10-525-5210	173.80
Department 525 - PUBLIC WORKS ADMIN Total:					1,053.85
Department: 526 - COMMUNITY DEVELOPMENT					
SPRINT SPECTRUM LP	118978	04/10/2020	3/7-4/6/20 SERVICES ACCT #2	10-526-6735	99.98
VOYA 457	DFT0001463	04/16/2020	VOYA 457	10-526-5210	56.88
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	10-526-5210	327.18
Department 526 - COMMUNITY DEVELOPMENT Total:					484.04
Department: 533 - INTERDEPARTMENTAL					
Everg	118960	03/31/2020	02/29/20-03/31/20 Services 3	10-533-6710	441.22
SHI INTERNATIONAL CORP	119041	04/03/2020	ANNUAL ADOBE LICENSE REN	10-533-6115	6,793.16
MERITAS HEALTH CORP	118962	04/07/2020	ANNUAL PHYS/IMMUNIZATIO	10-533-5440	266.00
WINDSTREAM CORPORATION	118982	04/08/2020	03/08-04/08/20 SERVICES AC	10-533-6730	554.01
SHI INTERNATIONAL CORP	119041	04/09/2020	WATCHGUARD M370 FIREWA	10-533-8760	2,733.44
CLINICAL REFERENCE LABORA	118959	04/09/2020	Annual Fee	10-533-5440	60.00
Everg	118972	04/12/2020	03/11-04/12 SERVICES Variou	10-533-6710	204.17
127 SWIFT LLC	118984	04/15/2020	Parking Lot Rent for Armour -	10-533-6130	350.00
North Kansas City Hospital	119030	04/15/2020	Wellness Services Agreement	10-533-6328	1,368.00
ICMA - RHS	DFT0001462	04/16/2020	LAND RHS	10-533-5004	259.45
Department 533 - INTERDEPARTMENTAL Total:					13,029.45
Department: 535 - GAMING					
C M J Lawn	118989	04/13/2020	One North maintenance	25-535-8700	1,750.00
OLSSON ASSOCIATES	119035	04/13/2020	ENCUMBER - BURLINGTON E	25-535-8770	33,092.37
OLSSON ASSOCIATES	119035	04/13/2020	Olsson Armour Road Redevel	25-535-8700	2,697.38
OLSSON ASSOCIATES	119035	04/13/2020	WORK ORDER 5	25-535-8700	298.73
911 CUSTOM LLC	118985	04/15/2020	HYBRID VEHICLE	25-535-8750	2,566.72
Department 535 - GAMING Total:					40,405.20
Department: 540 - PARKS & RECREATION					
AT&T	118968	04/03/2020	04/03-05/02 Services Acct #8	20-540-6730	178.09
WINDSTREAM CORPORATION	118982	04/08/2020	03/08-04/08/20 SERVICES AC	20-540-6730	21.11
Everg	118972	04/12/2020	03/11-04/12 SERVICES Variou	20-540-6710	241.23
SOLI'S PRINTING INC	119043	04/13/2020	Spring Encore Prints	20-540-6630	803.00
KCMPRDA	119009	04/13/2020	Director's Association Membe	20-540-5426	75.00
NATIONAL EXTERMINATING	119027	04/13/2020	Pest Control Service	20-540-7190	45.00
NATIONAL EXTERMINATING	119027	04/13/2020	Pest Control Service	20-540-7110	72.00
FRY & ASSOCIATES, INC	119002	04/13/2020	Bench Plates and Plaques	20-540-7190	1,294.00
OFFICE DEPOT INC	119034	04/13/2020	Plastic cover sheets	20-540-7001	10.96
OFFICE DEPOT INC	119034	04/13/2020	Sign Holders for Park	20-540-7001	143.28
IDENTITY MARKETING GROUP	119006	04/13/2020	Dog toys for Boneanza	20-540-6620	367.31
HY-VEE FOOD STORE	119005	04/13/2020	Catering for Seniors	20-540-7090	69.98
VOYA 457	DFT0001463	04/16/2020	VOYA 457	20-540-5210	25.00
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	20-540-5210	88.52
Department 540 - PARKS & RECREATION Total:					3,434.48

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Vendor Name	Payment Number	Post Date	Description (Item)	Account Number	Amount
Department: 550 - LIBRARY					
Evergy	118972	04/12/2020	03/11-04/12 SERVICES Variou	21-550-6710	3,083.66
MINNESOTA ELEVATOR INC	119019	04/13/2020	quarterly elevator maintenanc	21-550-6110	74.97
OCLC ONLINE COMPUTER LIB	119033	04/15/2020	CATALOGING	21-550-7360	42.16
COPY CARD CONTROL SYSTE	118993	04/15/2020	MAINT AGREEMENT	21-550-6110	39.79
KERRI L NOBREGA	119011	04/15/2020	CHILDRENS PROGRAM	21-550-7320	1,533.62
NATIONAL EXTERMINATING	119027	04/15/2020	SERVICES	21-550-6355	57.75
NATIONAL EXTERMINATING	119027	04/15/2020	SERVICES	21-550-6355	57.50
UNIQUE MANAGEMENT SERV	119047	04/15/2020	SERVICES	21-550-6355	62.65
DE LAGE LANDEN FINANCIAL	118998	04/15/2020	SERVICES	21-550-6355	97.00
RECORDED BOOKS LLC	119038	04/15/2020	AUDIOVISUAL	21-550-7340	56.90
NORTH KC SECURITY PATROL	119031	04/15/2020	MAINT AGREEMENT	21-550-6110	30.00
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	21-550-5210	88.78
Department 550 - LIBRARY Total:					5,224.78
Department: 553 - RETIREE HEALTH INSURANCE					
BLUE CROSS BLUE SHIELD OF	118969	04/15/2020	PCA INVOICE	53-553-5310	165.00
Department 553 - RETIREE HEALTH INSURANCE Total:					165.00
Department: 560 - WATER					
KC WATER SERVICE DEPT	118961	03/30/2020	2/29-3/30/20 Services Acct #	60-560-6740	332.29
KC WATER SERVICE DEPT	118961	03/31/2020	02/29-03/30/20 Services Acct	60-560-6740	446.42
HAWKINS INC	119003	04/07/2020	CL2 for water plant	60-560-7005	1,152.00
QUALITY PLUMBING INC	119037	04/07/2020	cloged drai line	60-560-7110	305.00
PRAXAIR DISTRIBUTORS INC	119036	04/07/2020	CO2 for water plant	60-560-7005	3,362.90
BLUE CROSS BLUE SHIELD OF	118958	04/07/2020	PCA INVOICE	60-560-5310	625.01
US POSTAL SERVICE	118965	04/08/2020	Bulk Mail Permit #518	60-560-7009	2,000.00
WINDSTREAM CORPORATION	118982	04/08/2020	03/08-04/08/20 SERVICES AC	60-560-6730	42.21
NATIONAL EXTERMINATING	119027	04/13/2020	pest control for Water	60-560-6090	57.75
MINNESOTA ELEVATOR INC	119019	04/13/2020	quartely elevator maintenanc	60-560-7110	74.97
TYLER TECHNOLOGIES INC	119045	04/14/2020	Utility System Maintenance	60-560-6115	4,135.77
CRAMER COMPUTER SUPPLIE	118994	04/14/2020	3/PG POSTCARD UTILITY BILLS	60-560-7001	548.99
BLUE CROSS BLUE SHIELD OF	118969	04/15/2020	PCA INVOICE	60-560-5310	691.00
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	60-560-5210	250.49
Department 560 - WATER Total:					14,024.80
Department: 570 - WATER POLLUTION CONTROL					
AT&T	118967	04/03/2020	04/03-05/02/20 Services Acct	61-570-6730	260.34
MICRO-COMM INC	119018	04/06/2020	SCADA at Burlington and Atla	61-570-8760	17,417.00
US POSTAL SERVICE	118965	04/08/2020	Bulk Mail Permit #518	61-570-7009	2,000.00
WINDSTREAM CORPORATION	118982	04/08/2020	03/08-04/08/20 SERVICES AC	61-570-6730	15.83
CYPRESS MEDIA, LLC	118997	04/13/2020	WPC significant violator publi	61-570-6090	221.60
KEYSTONE LABORATORIES INC	119012	04/13/2020	routine lab testing for nkch an	61-570-6430	140.00
KEYSTONE LABORATORIES INC	119012	04/13/2020	routine lab testing for nkch an	61-570-6430	345.00
NATIONAL EXTERMINATING	119027	04/13/2020	pest control for WPC	61-570-6090	57.75
MISSOURI DOOR CO INC	119021	04/13/2020	WPC storage bldg lubed and a	61-570-7110	191.00
QUALITY PLUMBING INC	119037	04/13/2020	WPC lab faucets replacement	61-570-6090	1,902.02
TYLER TECHNOLOGIES INC	119045	04/14/2020	Utility System Maintenance	61-570-6115	4,135.77
CRAMER COMPUTER SUPPLIE	118994	04/14/2020	3/PG POSTCARD UTILITY BILLS	61-570-7001	548.99
ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	61-570-5210	47.15
Department 570 - WATER POLLUTION CONTROL Total:					27,282.45
Department: 580 - TRANSPORTATION					
Evergy	118960	03/31/2020	02/29/20-03/31/20 Services 3	22-580-6711	28,260.81
Evergy	118960	03/31/2020	02/29/20-03/31/20 Services 3	22-580-6712	5,335.13
Evergy	118973	04/05/2020	03/05-04/05/20 Services Acct	22-580-6710	43.13
Evergy	118973	04/06/2020	03/08-04/06/20 SERVICES AC	22-580-6710	35.14
WINDSTREAM CORPORATION	118982	04/08/2020	03/08-04/08/20 SERVICES AC	22-580-6730	21.11
MCCONNELL & ASSOCIATES C	119015	04/13/2020	track repair due to tree failing	22-580-8770	1,170.00
CUSTOM TREE CARE INC	118996	04/13/2020	trimming and removals	22-580-7181	1,860.00
CUSTOM LIGHTING SERVICES	118995	04/13/2020	knockdown repair at Armour	22-580-7184	839.60
101 LAND HOLDINGS LLC	118983	04/15/2020	2020 Salt Barn Rent	22-580-6130	428.60
VOYA 457	DFT0001463	04/16/2020	VOYA 457	22-580-5210	30.08

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ICMA - RC RETIREMENT COM	DFT0001466	04/16/2020	DEFERRED COMP	22-580-5210	169.39
			Department 580 - TRANSPORTATION Total:		<u>38,192.99</u>
			Grand Total:		<u><u>2,142,374.30</u></u>

Report Summary

Fund Summary

Fund	Payment Amount
10 - GENERAL FUND	2,008,437.67
20 - PARKS & RECREATION	4,548.48
21 - LIBRARY	5,772.21
22 - TRANSPORTATION	38,995.67
24 - CONVENTION & TOURISM	988.33
25 - GAMING	40,405.20
53 - HEALTH INSURANCE RESERVE	165.00
60 - WATER FUND	15,446.34
61 - WATER POLLUTION CONTROL	27,615.40
Grand Total:	2,142,374.30

Account Summary

Account Number	Account Name	Payment Amount
10-2249	AFLAC - PRETAX	5,070.26
10-2250	NATIONWIDE EE CONTRI	3,212.59
10-2251	FIRE & POLICE PENSION	6,582.82
10-2252	ICMA EE CONTRIBUTION	8,902.98
10-2253	ING EE CONTRIBUTION	2,259.08
10-2254	AFLAC - AFTER TAX	2,146.20
10-2258	ING EE ROTH CONTRIBU	460.00
10-2259	ICMA EE ROTH CONTRIB	1,364.64
10-2260	UNITED FUND	20.00
10-2265	COKE PLAN	575.00
10-2266	DEPENDENT CARE	1,538.40
10-2267	MEDICAL REIMBURSEM	2,972.52
10-2268	UNION DUES	5,926.66
10-2410	CRIME VICTIMS COMP P	1,094.52
10-2412	SHERRIFF'S & INMATE'S	450.00
10-2415	SAFEHAVEN COURT FEES	610.00
10-2418	POST OFFICER TRAINING	154.00
10-2430	CLEARING	1,844,624.58
10-3060	CRUMMETT BEAUTIFICA	49,509.83
10-505-5210	CITY PAID DEFERRED CO	848.70
10-505-5310	HEALTH, DENTAL & LIFE I	145.36
10-505-6020	AUDIT SERVICE	7,500.00
10-505-6030	OTHER LEGAL COSTS	929.10
10-505-6321	ORDINANCE CODIFICATI	1,750.90
10-505-7001	OFFICE SUPPLIES	124.55
10-506-5210	CITY PAID DEFERRED CO	43.27
10-506-6345	BANK FEES	130.23
10-507-6090	PROFESSIONAL SERVICE	2,222.10
10-510-5210	CITY PAID DEFERRED CO	3,200.70
10-510-5220	PENSION EXPENSE	9,315.61
10-510-5310	HEALTH, DENTAL & LIFE I	902.06
10-510-5440	PHYSICALS & DRUG TEST	1,835.00
10-510-5480	PHYSICIAN FEES	1,000.00
10-510-7010	FIREFIGHTING SUPPLIES	98.19
10-510-7011	FIRST AID SUPPLIES	2,288.80
10-510-7014	QUARTERS MAINTENAN	628.96
10-510-7140	VEHICLE MAINTENANCE	493.00
10-515-5210	CITY PAID DEFERRED CO	2,336.52
10-515-5220	PENSION EXPENSE	5,336.21
10-515-5310	HEALTH, DENTAL & LIFE I	1,585.58
10-515-6060	COMPUTER OPERATION	1,755.00
10-515-6110	MAINTENANCE AGREEM	4,365.00
10-515-7001	OFFICE SUPPLIES	740.25
10-515-7018	INVESTIGATIVE OPERATI	75.77

Account Summary

Account Number	Account Name	Payment Amount
10-515-7020	DETENTION SUPPLIES	1,808.00
10-521-5210	CITY PAID DEFERRED CO	85.81
10-521-6057	RECYCLING SERVICES	60.33
10-521-6090	PROFESSIONAL SERVICE	239.00
10-521-6330	CUSTODIAL SERVICES	1,760.00
10-521-7006	CUSTODIAL SUPPLIES	379.70
10-521-7075	GASOLINE	1,906.61
10-521-7110	BUILDING MAINTENANC	505.94
10-525-5210	CITY PAID DEFERRED CO	224.90
10-525-5310	HEALTH, DENTAL & LIFE I	354.80
10-525-6090	PROFESSIONAL SERVICE	289.15
10-525-6220	DUES & MEMBERSHIPS	185.00
10-526-5210	CITY PAID DEFERRED CO	384.06
10-526-6735	PAGERS & CELL PHONES	99.98
10-533-5004	SICK/VACATION PAY OUT	259.45
10-533-5440	PHYSICALS & DRUG TEST	326.00
10-533-6115	SOFTWARE MAINT & SE	6,793.16
10-533-6130	RENTAL - PARKING LOTS	350.00
10-533-6328	EMPLOYEE WELLNESS P	1,368.00
10-533-6710	ELECTRICITY	645.39
10-533-6730	TELEPHONE	554.01
10-533-8760	INFORMATION TECHNOL	2,733.44
20-2249	AFLAC - PRETAX	289.56
20-2252	ICMA EE CONTRIBUTION	224.14
20-2253	ING EE CONTRIBUTION	25.00
20-2254	AFLAC - AFTER TAX	195.30
20-2267	MEDICAL REIMBURSEM	380.00
20-540-5210	CITY PAID DEFERRED CO	113.52
20-540-5426	TRAINING/TRAVEL APPO	75.00
20-540-6620	SPECIAL PARK EVENTS	367.31
20-540-6630	SENIOR TRIPS	803.00
20-540-6710	ELECTRICITY	241.23
20-540-6730	TELEPHONE	199.20
20-540-7001	OFFICE SUPPLIES	154.24
20-540-7090	OTHER SUPPLIES	69.98
20-540-7110	BUILDING MAINTENANC	72.00
20-540-7190	OTHER MAINTENANCE	1,339.00
21-2252	ICMA EE CONTRIBUTION	88.78
21-2253	ING EE CONTRIBUTION	43.25
21-2267	MEDICAL REIMBURSEM	415.40
21-550-5210	CITY PAID DEFERRED CO	88.78
21-550-6110	MAINTENANCE AGREEM	144.76
21-550-6355	OTHER SERVICES	274.90
21-550-6710	ELECTRICITY	3,083.66
21-550-7320	CHILDREN'S PROGRAMS	1,533.62
21-550-7340	AUDIOVISUAL	56.90
21-550-7360	CATALOGING & PROCESS	42.16
22-2249	AFLAC - PRETAX	48.00
22-2252	ICMA EE CONTRIBUTION	393.28
22-2253	ING EE CONTRIBUTION	100.28
22-2254	AFLAC - AFTER TAX	107.28
22-2267	MEDICAL REIMBURSEM	153.84
22-580-5210	CITY PAID DEFERRED CO	199.47
22-580-6130	LEASE/RENTAL AGREEM	428.60
22-580-6710	ELECTRICITY	78.27
22-580-6711	STREET LIGHTS	28,260.81
22-580-6712	LEASED TRAFFIC SIGNAL	5,335.13
22-580-6730	TELEPHONE	21.11

Account Summary

Account Number	Account Name	Payment Amount
22-580-7181	TREE MAINTENANCE	1,860.00
22-580-7184	TRAFFIC SIGNAL/STREET	839.60
22-580-8770	INFRASTRUCTURE	1,170.00
24-524-6090	PROFESSIONAL SERVICE	988.33
25-535-8700	LAND ACQUISITION	4,746.11
25-535-8750	EQUIPMENT	2,566.72
25-535-8770	INFRASTRUCTURE	33,092.37
53-553-5310	HEALTH, DENTAL & LIFE I	165.00
60-2249	AFLAC - PRETAX	224.16
60-2252	ICMA EE MATCH	502.22
60-2254	AFLAC - AFTER TAX	55.20
60-2259	ICMA EE ROTH CONTRIB	39.96
60-2267	MEDICAL REIMBURSEM	600.00
60-560-5210	CITY PAID DEFERRED CO	250.49
60-560-5310	HEALTH, DENTAL & LIFE I	1,316.01
60-560-6090	PROFESSIONAL SERVICE	57.75
60-560-6115	SOFTWARE MAINT & SE	4,135.77
60-560-6730	TELEPHONE	42.21
60-560-6740	NKC UTILITY FEES	778.71
60-560-7001	OFFICE SUPPLIES	548.99
60-560-7005	CHEMICALS	4,514.90
60-560-7009	POSTAGE & METER EXPE	2,000.00
60-560-7110	PLANT MAINTENANCE	379.97
61-2249	AFLAC - PRETAX	170.44
61-2252	ICMA EE CONTRIBUTION	151.59
61-2254	AFLAC - AFTER TAX	10.92
61-570-5210	CITY PAID DEFERRED CO	47.15
61-570-6090	PROFESSIONAL SERVICE	2,181.37
61-570-6115	SOFTWARE MAINT & SE	4,135.77
61-570-6430	LABORATORY FEES	485.00
61-570-6730	TELEPHONE	276.17
61-570-7001	OFFICE SUPPLIES	548.99
61-570-7009	POSTAGE & METER EXPE	2,000.00
61-570-7110	BUILDING MAINTENANC	191.00
61-570-8760	INFORMATION TECHNOL	17,417.00
	Grand Total:	2,142,374.30

Project Account Summary

Project Account Key	Payment Amount	
None	2,080,648.66	
1831	2,566.72	
1901	1,170.00	
6001	33,092.37	
6772	17,417.00	
7001	298.73	
7651	4,447.38	
9781	2,733.44	
	Grand Total:	2,142,374.30

Upcoming City Items of Note

Dates Below Are Subject to Change

Items in red are Parks & Recreation Events

Items in blue are special City Council meetings

May 16, 2020	City Wide Garage Sale	CANCELED
May 30, 2020	Rescheduled Animal Vaccination Day	
June 2, 2020	Rescheduled Municipal Election	
June 12, 2020 5:00pm	Arts in the Park -Macken Park	CANCELED
June 13, 2020 10:00am	Arts in the Park -Macken Park	CANCELED
June 20, 2020	Rescheduled Community Shred Event	
June 26, 2020 6:30pm	A Night Out- Macken Park	
June 26, 2020 Dusk	Movie in the Park	
July 10, 2020 7:00pm	Friday Night Concert- Macken Park	
July 24, 2020 Dusk	Movie in the Park- Macken Park	
August 14, 2020 7:00pm	Friday Night Concert- Macken Park	
August 28, 2020 Dusk	Movie in the Park- Macken Park	
September 11, 2020, 7:00pm	Friday Night Concert- Macken Park	
September 12-13	Rescheduled Bob Libbey Pickleball Tournament- Macken Park	
September 19, 2020	City Wide Garage Sale	
October 10, 2020 1:30pm	HowlOween- Waggin' Trail Park	
October 24, 2020 11:00am	Halloween- Macken Park	
November 20, 2020 12:00pm	Mistletowne Market- Parks and Recreation Center	
November 20, 2020 6:00pm	Mayor's Tree Lighting - City Hall	
November 21, 2020 10:00am	Mistletowne Market- Parks and Recreation Center	
November 22, 2020 12:00pm	Mistletowne Market- Parks and Recreation Center	
December 12, 2020 11:00am	Winterwonderland- Parks and Recreation Center	

MEMORANDUM



TO: Mayor and City Council

FROM: Eric Berlin, City Administrator

DATE: April 21, 2020

RE: Scheduled Meeting on Armour Road Complete Street Project

At the Armour Road Complete Street (ARCS) project public meeting on October 15, 2019, the City Council directed that June 2, 2020 be established as a date to revisit the project. For the following reasons, staff believes this meeting date should be pushed back.

- 1) The City was to have counts performed of motor vehicle and bicycle traffic, along with obtaining motor vehicle travel time data, in early May to establish comparisons with pre-project data that was obtained in May 2019. Staff assumes this is important data that the City Council would want to have for this meeting.

Staff believes that it should be assumed that the Stay at Home order during the ongoing coronavirus health emergency is skewing these numbers. At this writing the date when the Stay at Home order might be lifted and life will begin returning to some semblance of normal is undetermined. Staff believes it unlikely that good data can be obtained in time for the scheduled meeting on June 2nd.

- 2) Governor Parson issued an order delaying the municipal election from April 7th to June 2nd, the date scheduled for this meeting. It is City practice not to hold work sessions on Election Day when the polls are still open.
- 3) When it was scheduled, the ARCS June 2nd meeting was to occur two months after the municipal election. It would seem appropriate that this meeting occur at least some time after the currently scheduled municipal election, when a new City Council is seated.

Staff seeks direction regarding the rescheduling of this meeting. Staff notes that a fifth Tuesday exists in June (June 30), which might be set aside for a special meeting on this topic.

Staff also seeks input on how the City Council wishes this meeting to be conducted and how public input should be obtained.

- Would the Council like this meeting to be conducted in the same manner as the October 15th meeting, in which 72 people spoke? (If this kind of meeting is held, the City might consider an alternative location for the meeting to City Council chambers.)
- Or would the City Council like to obtain public input in some other manner either before or after the meeting?

MEMORANDUM



TO: Mayor and City Council
FROM: Eric Berlin, City Administrator
DATE: April 21, 2020
RE: YMCA February 2020 Financial Report

Highlights of the monthly report for this month include:

Income:

- Total income for the month was \$243,464.

Expense:

- Total expense for the month was \$234,835.
- The line item labeled "Intra-YMCA Expense Allocation" is where the monthly management fee paid to the YMCA of Greater Kansas City is allocated. This is the minimum amount of the management fee the City pays to the YMCA; the City pays the YMCA an additional amount that is calculated based upon the amount of the calendar year deficit and operating revenues that does not show as an expense on this report.

Surplus/Deficit:

- For the month, the facility experienced a surplus of \$8,629.

Surplus/(Deficit):

	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>
January	\$ 15,976	\$110,377	\$ 92,283	\$116,559	\$101,181
February	\$ 99,484	\$ 3,672	(\$ 3,454)	(\$ 22,308)	\$ 8,629
March	\$ 3,721	(\$88,612)	(\$ 76,565)	(\$ 45,442)	
April	(\$53,135)	(\$ 473)	\$ 15,771	\$ 31,053	
May	(\$ 7,849)	(\$16,587)	(\$ 3,794)	\$ 28,119	
June	(\$27,054)	(\$14,919)	(\$ 13,162)	\$ 27,992	
July	(\$41,872)	(\$18,669)	\$ 4,911	\$ 5,878	
August	(\$61,290)	(\$36,437)	(\$ 63,620)	(\$ 78,357)	
September	(\$70,852)	(\$74,133)	\$ 3,007	\$ 16,784	
October	(\$ 1,734)	(\$20,267)	\$ 27,940	\$ 13,714	
November	(\$36,115)	(\$ 5,821)	\$ 5,015	\$ 19,424	
December	(\$28,977)	(\$ 59,652)	(\$ 32,282)	(\$ 88,678)	
Total	(\$217,139)	(\$221,521)	(\$43,282)	\$ 24,737	\$109,810

	Feb	Feb	\$ Var	Feb	YTD	YTD	\$ Var	YTD
YMCA of Greater Kansas City	2020	2020	Actual	2019	Feb	Feb	YTD Act	Feb
As of February	Actual	Budget	to Budget	Actual	Actual	Budget	to Budget	Actual
401 Contributions	12,042	3,826	8,216	2,361	28,947	17,652	11,295	4,988
411 Membership Dues Income	202,755	200,254	2,501	185,407	398,164	397,937	227	367,914
413 Program Service Fee	18,316	14,117	4,199	18,116	132,316	127,105	5,211	130,721
414 Facilities Rental	10,351	8,100	2,251	8,242	17,437	17,650	(213)	16,813
Revenue	243,464	226,297	17,167	214,126	576,863	560,344	16,519	520,436
521 Salaries and Wages	100,324	109,081	8,757	83,391	239,384	263,448	24,064	169,621
522 Employee Benefits	10,376	9,977	(399)	12,257	23,570	23,449	(121)	23,750
523 Payroll Taxes	12,405	13,253	849	11,676	29,749	32,009	2,260	22,401
524 Contract Services	6,055	4,250	(1,805)	3,944	10,846	8,466	(2,380)	8,099
525 Supplies	21,844	12,892	(8,952)	17,588	30,651	23,348	(7,303)	25,288
526 Telecommunications	1,210	1,697	488	1,981	2,886	3,395	509	3,903
527 Postage and Shipping	137	370	234	307	137	670	534	592
528 Occupancy	51,976	59,463	7,487	65,420	78,754	116,770	38,016	119,255
529 Equipment Cost	2,576	1,222	(1,354)	4,932	3,983	2,419	(1,564)	9,003
531 Promotion and Publications	4,812	4,633	(179)	5,363	5,780	5,446	(334)	7,801
532 Travel and Transportation	1,001	374	(627)	370	1,224	1,342	118	974
533 Conferences and Meetings	1,006	1,644	638	1,679	1,387	2,316	930	1,993
535 Membership Dues Expense	1,825	2,275	450	2,282	3,650	4,400	750	4,114
539 Miscellaneous Expense	(1)	20	21	5	15	40	26	6
548 Intra-YMCA Expense Allocation	13,294	13,295		12,662	26,589	26,589		25,323
553 Capital	5,995	5,995		4,025	8,451	8,451		4,025
Expense	234,835	240,441	5,606	227,881	467,053	522,558	55,505	426,149
YMCA of Greater Kansas City	8,629	(14,144)	22,773	(13,755)	109,810	37,786	72,024	94,287

MEMORANDUM



TO: Mayor and City Council

FROM: Kim Nakahodo, Assistant City Administrator

DATE: April 21, 2020

RE: Richards Park Sculpture Costs - Tim C. Crummett Family Charitable Fund

The Tim C. Crummett Family Charitable Fund is administered by the Greater Kansas City Community Foundation. The City of North Kansas City is named as a beneficiary in the fund for two equally funded purposes: improvements at Macken Park and beautification projects in North Kansas City.

In June of 2018, the City Council approved the formation of a committee to develop ideas for beautification projects in the City and work to accomplish them. In August of 2018, the Tim C. Crummett Family Charitable Fund Projects Committee identified Richards Park as an ideal candidate for a commissioned, unique and site-specific public art sculpture. The committee issued a national "Call to Artists" for the Richards Park Public Art project in November 2018. The "Call to Artists" had a strong response with 83 artists submitting RFPs for consideration. After a comprehensive jury process, the committee selected artist Sijia Chen's proposal.

The Richards Park Public Art project is funded through the Tim C. Crummett Family Charitable Fund with a total project budget of \$85,000. The original budget included:

Public Art Sculpture	\$70,000
Public Art Sculpture Contingency Fund	\$5,000
<u>Installation, Landscaping and Dedication</u>	<u>\$10,000</u>
Total Budget	\$85,000

The original budget was assembled with the best information known at the time. The sculpture required additional engineering services, and substantial site work not anticipated at the time of the original budget, as explained below.

According to the agreement, the artist was responsible for the creation of the sculpture and any associated engineering services related to the sculpture. The City was responsible for the engineering of the sculpture base and installation of the sculpture, lighting, and landscaping on the site.

Changes to Scope

When first conceived, the sculpture was to be mounted on a base inside the brick retaining wall. In September, the artist approached the committee to request removing the brick wall so that the sculpture would be flush to the ground. The removal of the brick retaining wall served two purposes: to simplify the sculpture's base design and installation, and to create the illusion of the sculpture 'floating' on the brick plaza (similar to a waterlily). With this decision came the addition of irrigation and the reconfiguring of the Richards Park plaza to accommodate the sculpture.¹

The retaining wall was demolished by City staff. The concrete base pours and the plaza reconstruction was tasked to Mussleman and Hall, the City's concrete contractor.² The City worked with the engineering firm chosen by the artist, McClure Engineering, on the design of the base, lighting configuration, and plaza design.

Design Issues

For structural reasons, this project featured three separate concrete pours and much of the plaza had to be removed and reconstructed once the sculpture was installed. In mid-October, crews performed the base pour to enable the sculpture to be installed at the end of October.

In early November, specialty lights were selected and approved by the artist and engineer that were chosen to fit the tight footprint and shallow base of the sculpture. It was only then that the artist and staff were advised that these lights required a 12-16 week fabrication period and came at a substantial cost. The subgrade LED lighting canisters had to be installed before the second pour could be completed. This caused the second pour to be substantially delayed.

The LED lights arrived in NKC in mid-January. The City's electrical contractor installed the LED lighting canisters and associated electrical wiring and the second pour was completed in late January. The third and final pour was completed in early February, and the plaza reconstruction was completed in late February. The electrical contractor finished installing the lights once the final pour had cured in late February.

¹ In retrospect, the financial effects of accepting this accommodation were not well understood.

² While this decision made sense, it had the effect of masking the cost of the concrete work until the work had been completed.

In mid-March, staff received the outstanding invoices for this project. The cost for the project engineering, lights, and concrete and plaza reconstruction work far exceeded the original budget's estimates due to the complex nature of the site and structural needs of the sculpture. The final estimated cost of the project is \$143,905.38.

Here is a breakdown of the costs associated with this project:

Original Project Budget: \$85,000.00

Expenditures	\$70,000.00	Sijia Chen (Artist)
	\$ 1,290.00	Call to Artists Online Platform
	\$ 220.00	McClure Engineering (Engineering)
	\$ 6,745.00	McClure Engineering (Engineering)
	\$ 2,800.00	Fry & Associates (Installation)
	\$14,122.09	Yates Electric (Lights & Installation)
	\$ 8,340.55	Musselman & Hall (Concrete Base)
	\$35,387.74	Musselman & Hall (Concrete/Plaza)
	<u>\$ 5,000.00</u>	Signage & Landscaping

Final Estimated Cost: \$143,905.38

Difference, Initial Budget to
Final Estimated Budget: \$ 58,905.38

On Monday, April 6, 2020, the Tim C. Crummett Family Charitable Fund Projects Committee approved amending the Richards Park Public Art project budget to allow for payment of the outstanding invoices. The Committee requested that staff report the budget amendment to the City Council at the April 21, 2020, City Council Regular Meeting.

Below is the fund balance status of the Tim C. Crummett Family Charitable Fund with the budget amendment:

FY 2018 Fund Balance \$208,413.43

FY 2019 Expenditures	(\$ 7,659.11)	Brewster Lamb ('This of Us' Mural)
	(\$143,905.38)	Richards Park Sculpture
FY 2020 Fund Endowment	<u>\$ 40,502.00</u>	

Resulting Fund Balance \$ 97,350.94

This project is now substantially complete. There is still orange safety fencing surrounding the sculpture that will remain in place until our Municipal Services crews

can install the landscaping. The landscaping is designed to act as a natural deterrent to people approaching the sculpture. Due to the ongoing covid-19 global pandemic, it is unknown when the landscaping and signage will be able to be installed.

MEMORANDUM



TO: Mayor and City Council
FROM: Eric Berlin, City Administrator
DATE: April 15, 2020
RE: YMCA CY 2019 Financial Report

Attached is the YMCA report that indicates the financial performance of the YMCA for **Calendar Year 2019**. Highlights of the report include (all comparisons are from 2017 Actual):

Income:

- Total income for the year was 2,789,747, up 1.6% from the year before.

Expense:

- Total expense for the year was \$2,763,152 down 1% from the year before.

Surplus:

- For the year, the facility experienced an operating surplus of \$26,595. Per the Facility Operating and Cooperative Agreement between the City and the YMCA of Greater Kansas City, this amount is split 50/50 between the City and the YMCA.

The operating surplus entitles the YMCA to a deficit reduction bonus of \$75,000 according to the Agreement. This is the last deficit reduction bonus the YMCA will receive per the terms of our agreement.

Additional YMCA Costs

- Per the Facility Operating and Cooperative Agreement between the City and the YMCA, for having a deficit of less than \$200,000 the Y is entitled to a management fee of 17% of Facility Revenue. The amount due the Y for 2019 is therefore computed as follows:

○ 17% x \$2,789,747 =	\$474,257
○ Less Base Management Fee ¹ :	<u>(\$151,938)</u>
○ Net Additional Mgt. Fee	\$322,319

- The City made capital expenditures at the facility of \$9,734 (Kid’s Zone Opening, approved 1/2/2019) in CY 2019.
- Putting these together, for the year, the YMCA cost the City the following in Calendar Year 2019:

City’s Share of Surplus:	(\$ 13,297)
Net Additional Management Fee:	\$322,319
Capital Expenditures:	\$ 9,734
Deficit Reduction Bonus:	<u>\$ 75,000</u>
	\$393,756

¹ The Base Management Fee is counted as an Operating Budget expense.

NORTH KANSAS CITY YMCA
Unaudited Operating Statement
For the Period Ending December 31, 2019

Description	1st Quarter 3/31/2019	2nd Quarter 6/30/2019	3rd Quarter 9/30/2019	4th Quarter 12/31/2019	Year-To-Date			Last Year 12/31/2018
					Actual			
					12/31/2019	Budget	Variance	
Income								
Contributions	14,162	39,061	14,512	8,180	75,916	55,083	20,833	64,217
Government Fees & Grants						454	(454)	11,457
Membership Dues Income	561,435	596,892	600,554	591,651	2,350,532	2,351,230	(698)	2,336,925
Program Service Fee	139,380	55,237	46,805	35,914	277,335	280,363	(3,028)	245,263
Facilities Rental	25,776	25,223	18,137	16,828	85,964	82,100	3,864	88,911
Miscellaneous Revenue								
Total Income	740,753	716,414	680,008	652,573	2,789,747	2,769,230	20,517	2,746,773
Expense								
Salaries and Wages	305,588	269,206	338,545	339,978	1,253,317	1,320,004	66,687	1,250,143
Employee Benefits	35,148	29,199	33,210	35,893	133,450	142,141	8,691	129,075
Payroll Taxes	39,364	33,636	41,989	40,589	155,579	160,381	4,802	156,115
Contract Services	12,473	14,417	14,723	14,188	55,801	52,575	(3,226)	55,022
Supplies	34,804	33,198	33,594	39,025	140,621	138,764	(1,857)	161,849
Telecommunications	6,074	3,510	4,726	5,501	19,811	21,359	1,549	22,081
Postage and Shipping	708	1,027	815	910	3,459	2,898	(561)	2,480
Occupancy	177,616	175,223	198,429	163,594	714,860	814,191	99,331	727,882
Equipment Cost	9,863	3,782	3,417	1,964	19,026	22,052	3,026	37,085
Promotion and Publications	10,811	10,781	8,544	6,009	36,144	32,172	(3,972)	30,426
Travel and Transportation	1,473	1,502	3,008	2,873	8,856	6,700	(2,156)	9,058
Conferences and Meetings	2,910	1,749	3,614	4,021	12,294	10,022	(2,272)	12,800
Membership Dues Expense	5,945	5,495	4,437	6,527	22,406	21,907	(499)	21,515
Miscellaneous Expense	85	426	100	364	974	180	(794)	28
Management Fee	37,985	37,985	37,985	37,985	151,938	151,935	(3)	144,703
Capital	11,028	8,185	8,568	6,835	34,616	30,000	(4,616)	29,824
Total Expense	691,874	629,319	735,703	706,256	2,763,152	2,927,281	164,129	2,790,084
NET SURPLUS/(DEFICIT)	48,879	87,094	(55,695)	(53,683)	26,595	(158,051)	184,646	(43,311)
2019 Incentivized Admin Fee					322,319	411,017	88,698	323,827
2019 Deficit Reduction Bonus					75,000	75,000		100,000
					423,914	327,966	95,948	380,516

NORTH KANSAS CITY YMCA
Statistical Data
As of 12/31/2019

Facility Usage

Average Daily Accesses	2019
Jan	882
Feb	869
March	971
April	921
May	845
June	873
July	878
August	878
September	812
October	779
November	779
December	736

Vivion Retention

Start	End	%
991	341	34.41%

Association Membership Statistics

Center	Membership Units	People	Male	Female
8th Street	208	614	315	299
Atchison	1,070	3,192	1,477	1,715
Blue Springs	90	218	97	121
Bonner Springs	1,115	3,348	1,591	1,757
Cleaver	1,319	3,849	1,815	2,034
Grain Valley	5	5	1	4
Linwood	406	1,345	637	708
North Kansas City	3,653	9,482	4,696	4,786
Olathe	1,408	3,951	1,832	2,119
Paul Henson	1,346	2,874	1,354	1,520
Platte County Community Center North	2,057	5,832	2,887	2,945
Platte County Community Center South	4,044	12,110	5,884	6,226
Providence	1,374	4,259	2,004	2,255
Quality Hill	373	709	396	313
Red Bridge	784	1,863	898	965
Total	19,252	53,651	25,884	27,767