# Capital Improvements/Trans Trust Authority
# AGENDA

**Monday, April 13, 2020**
**4:00 PM**
**Council Chambers**
**201 E. Broadway, Excelsior Springs, MO 64024**

# NOTICE OF OPEN MEETING

Notice is hereby given that the **Excelsior Springs Capital Improvements/Trans Trust** will conduct a meeting at 4:00 PM on Monday, April 13, 2020 in the Hall of Waters Building, Council Chambers, 201 E. Broadway, Excelsior Springs, MO 64024.

## AGENDA

## April 13, 2020

1. Roll Call

2. Approval: Minutes of the Capital Improvements/Trans Trust Meeting - February 10, 2020
3. Approval: Capital Improvements Budget Spreadsheets - January, February, & March, 2020
4. Approval: Trans Trust Financials - January, February, & March 2020
5. Discussion: Purchase of Ambulance
6. Comments
7. Adjourn

Representatives of the news media may obtain copies of this notice by contacting the City Manager's Office, 201 E. Broadway, Excelsior Springs, MO 64024 (816)630-0752.

Date and time posted: AMENDED Friday, April 10, 2020 at 2:15pm

**Capital Improvements/Trans Trust Authority**
**Minutes of Regular Meeting**
**February 10, 2020 at 4:00pm in the Council Chambers at the Hall of Waters**

1. **Roll Call:**
   **Present:** Mary Lou Greim, Tray Harkins, Reggie St.John, Lyndsey Baxter, Mayor Brad Eales, and Jason Cole.

   **Absent:** Mike Edwards

   **Also Present:** Public Works Director Chad Birdsong, Director of Administrative Services Steve Marriott, City Manager Molly McGovern, GIS Coordinator Andy Starkebaum, Fire Chief Paul Tribble, Director of Economic Development Melinda Mehaffy, Brian Rice of the Excelsior Springs Standard, and Authority Secretary Susan Conyers.

2. **Approval of Minutes – December 9, 2019:** Lyndsey Baxter motioned to approve the December 9, 2019 meeting minutes; Jason Cole seconded. Motion approved.

3. **Approval of Capital Improvements Budget Spreadsheets – November & December of 2019:** Steve Marriott, Director of Administrative Services briefed the Authority of the Capital Improvements Budget Spreadsheets from November and December of 2019. Tray Harkins motioned to approve the Capital Improvements Budget Spreadsheets from November and December of 2019 as presented. Mary Lou Greim seconded. Motion approved.

4. **Approval of Trans Trust Financials –November & December, 2019 & January, 2020:** Chad Birdsong, Director of Public Works briefed the Authority of the Transportation Trust Financials from November and December of 2019. November 2019 had previously been approved, but there had been corrections made. The January 2020 figures will be presented for approval at the next meeting. Tray Harkins motioned to approve the Transportation Trust financials from November and December of 2019. Reggie St.John seconded. Motion approved.

5. **Approval of Cemetery GIS:** Molly McGovern, City Manager briefed the Authority of the request of $18,000 from Capital Improvements for the purpose of creating a GIS/Mapping database for the Crown Hill and Hillcrest Cemeteries. This allocation would include maintenance funds for infrastructure, concrete repairs, snow removal, the 2020 overlay project, and transportation operations. Tray Harkins motioned to approve the funding of GIS for cemetery mapping in the amount of $18,000. Mary Lou Greim seconded. Motion approved.

6. **Discussion of BUILD Planning Grant:** Molly McGovern, City Manager discussed the details of the Better Utilizing Investments to Leverage Development (BUILD) Discretionary Grants program through the U.S. Department of Transportation. Examples of previously approved projects that have been funded through BUILD were provided in the packet. This may be an option for sidewalks in the neighborhood areas and busy intersections near the schools.

7. **Comments:** City Manager Molly McGovern updated the Authority on the digester grant. CDBG has awarded the City $750,000 for the digester project.

8. **Adjourn:** The meeting adjourned at 4:47 pm. The next meeting is scheduled for Monday, March 9, 2020 at 4:00 pm.

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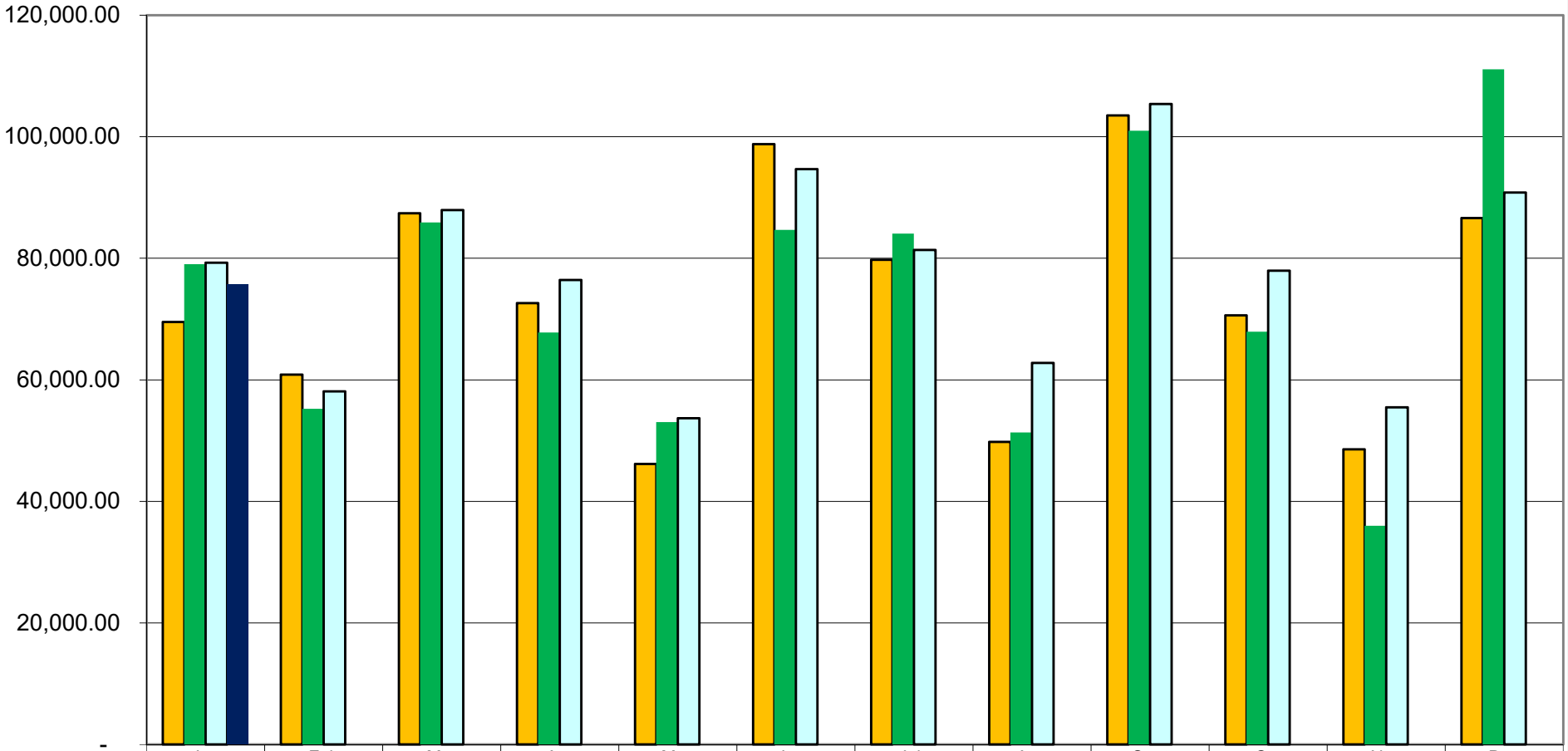
Susan Conyers, Authority Secretary

CAPITAL IMPROVEMENTS SALES TAX
**Transactions for January 2020**

| | | | | |
|---|---|---|---|---|
| **Beginning Balance:** | | | | |
| Pooled Cash | | | 1,690,927.80 | |
| Investments | | | 492,500.00 | |
| Payables | | | (7,980.00) | |
| **Available Beginning Balance** | | | | **2,175,447.80** |
| **Revenues:** | | | | |
| | January | | | |
| City Sales Tax | 75,703.16 | | | |
| TIF Allocations | (896.71) | | | |
| City Use Tax | 4,224.23 | | | |
| Interest Income | 1,199.63 | | | |
| Investment Interest | - | | | |
| Sale of properties (DEMO) | - | | | |
| **Total Revenue** | 80,230.31 | | | 80,230.31 |
| **Expenditures:** | | | | |
| Bank Charges | (108.23) | | | |
| Professional Services | | Sidewalk replacement program | | |
| Labor and materials | | Superior Well Pagoda | | |
| Labor and materials | | Hall of Waters Roof | | |
| Materials | (1,825.00) | Building maintenance | | |
| Professional Services | | Cemetery Mausoleum | | |
| Professional Services | | Hall of Waters HVAC Engineering | | |
| Professional Services | (11,248.62) | Clubhouse and Subdivision | | |
| Professional Services | | Hall of Waters Drainage Study | | |
| Professional Services | (134,808.50) | MARS Radio System Upgrade | | |
| Professional Services | | Opportunity Zone Marketing | | |
| Professional Services | | GFOA ERP Project | | |
| Labor and materials | | Technology upgrade project | | |
| Property Purchases/Demos | (5,130.00) | Blighted Property Fund | | |
| **Transfers** | | | | |
| Transfers - General Fund | (860.42) | Indirect cost allocation | | |
| Transfers - Pollution Control | | Sewer Extensions | | |
| **Total Expenditures** | | | | (153,980.77) |
| **Ending Balance** | | | | **2,101,697.34** |
| | **Allocation of ending balance:** | | | |
| Pooled Cash | | | 1,614,327.34 | |
| Investments | | | 492,500.00 | |
| Payables | | | (5,130.00) | |
| Total | | | 2,101,697.34 | |
| **Committed Funds:** | | | | |
| Maintenance Fund City Wide | (46,171.29) | | | |
| Concrete Sidewalk Fund | (72,352.28) | | | |
| Blighted Property Fund | (32,421.57) | | | |
| Storm Sirens For Fire Dept | (8,523.48) | | | |
| Technology upgrades | (14,844.02) | | | |
| GFOA ERP Consulting Agreement | (27,770.00) | | | |
| Golf Clubhouse/Subdivision | (40,432.48) | | | |
| Superior Well Pagoda | (111,519.99) | | | |
| MARRS System | (402,537.05) | | | |
| Grant Match (Business Infrastructure) | (100,000.00) | | | |
| CDBG Grant Match (Sewer Digester) | (450,000.00) | | | |
| Bank Building Roof | (167,209.20) | | | |
| Sewer Extensions: | (822,199.54) | | | |
| **Total Committed Funds** | | | | (2,295,980.90) |
| **Available Cash Balance** | | | | **(194,283.56)** |

## Gross Capital Improvement Sales Tax Receipts




| | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2017 | 69,524.48 | 60,843.90 | 87,414.15 | 72,618.46 | 46,165.18 | 98,797.10 | 79,738.00 | 49,800.60 | 103,512.24 | 70,609.29 | 48,550.18 | 86,644.31 |
| 2018 | 79,023.81 | 55,207.47 | 85,875.54 | 67,764.47 | 53,016.46 | 84,648.47 | 84,046.67 | 51,324.19 | 100,962.43 | 67,913.90 | 35,965.14 | 111,073.78 |
| 2019 | 79,295.51 | 58,106.33 | 87,920.39 | 76,437.40 | 53,693.56 | 94,665.55 | 81,376.26 | 62,772.71 | 105,406.27 | 77,960.36 | 55,469.43 | 90,838.66 |
| 2020 | 75,703.16 | | | | | | | | | | | |

City of Excelsior Springs
Gross Capital Improvement Sales Tax by Month - Cash Basis

| | 2017 | 2018 | 2019 | 2020 |
|---|---|---|---|---|
| Jan | 69,524.48 | 79,023.81 | 79,295.51 | 75,703.16 |
| Feb | 60,843.90 | 55,207.47 | 58,106.33 | |
| Mar | 87,414.15 | 85,875.54 | 87,920.39 | |
| Apr | 72,618.46 | 67,764.47 | 76,437.40 | |
| May | 46,165.18 | 53,016.46 | 53,693.56 | |
| June | 98,797.10 | 84,648.47 | 94,665.55 | |
| July | 79,738.00 | 84,046.67 | 81,376.26 | |
| Aug | 49,800.60 | 51,324.19 | 62,772.71 | |
| Sept | 103,512.24 | 100,962.43 | 105,406.27 | |
| Oct | 70,609.29 | 67,913.90 | 77,960.36 | |
| Nov | 48,550.18 | 35,965.14 | 55,469.43 | |
| Dec | 86,644.31 | 111,073.78 | 90,838.66 | |
| Annual Total | 874,217.89 | 876,822.33 | 923,942.43 | 75,703.16 |

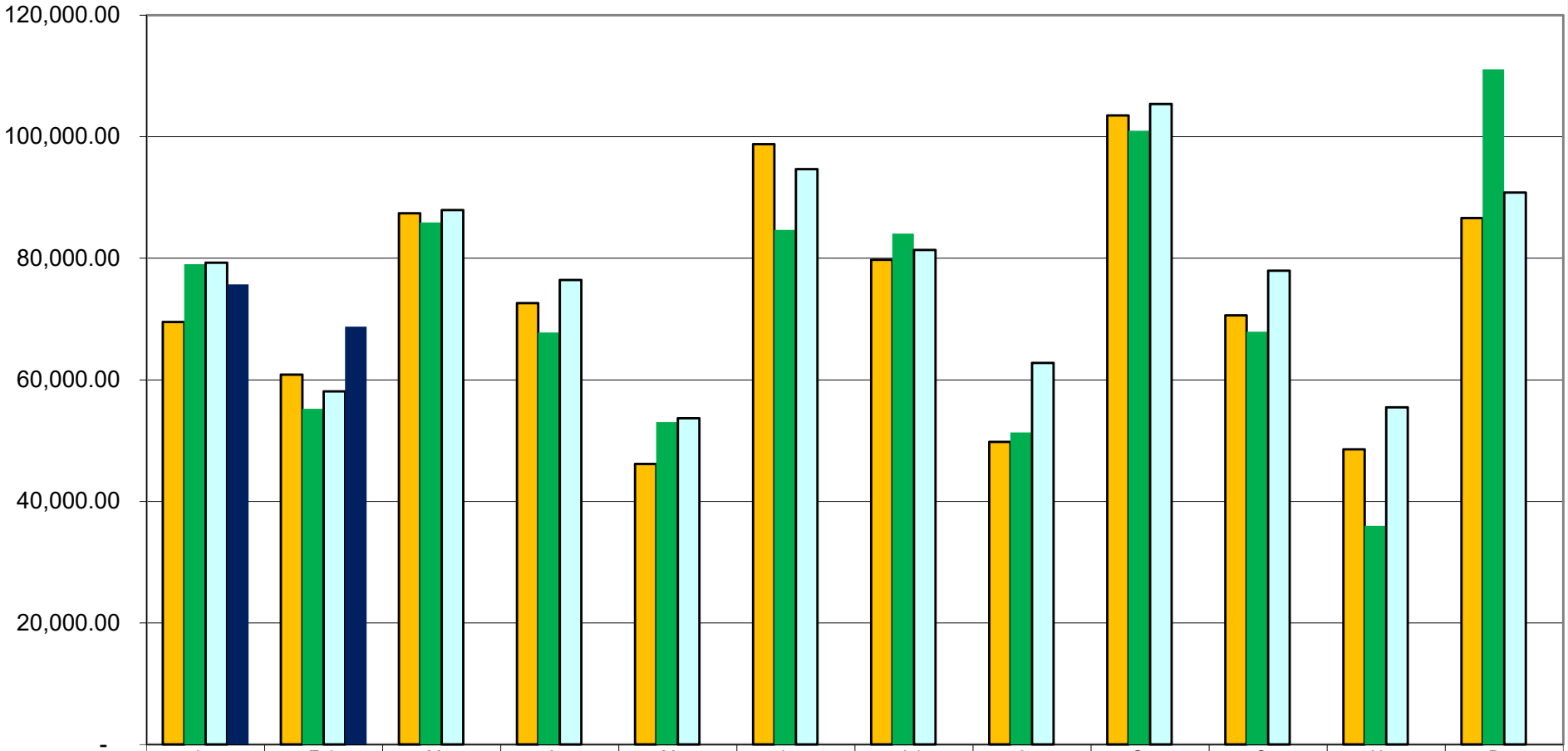
**Comparison of Revenues thru January:**

| | 2018 | 2019 | 2020 | Y-T-Y Change |
|---|---|---|---|---|
| Net sales tax | 77,399.91 | 76,768.29 | 74,806.45 | (1,961.84) |
| Use tax | 4,885.97 | 5,837.78 | 4,224.23 | (1,613.55) |
| Interest on bank accounts | 959.57 | 943.80 | 1,199.63 | 255.83 |
| Interest on investments | 1,928.16 | 406.61 | - | (406.61) |
| | 85,173.61 | 83,956.48 | 80,230.31 | (3,726.17) |
| Add TIF Surplus | - | - | - | - |
| Total | 85,173.61 | 83,956.48 | 80,230.31 | (3,726.17) |

CAPITAL IMPROVEMENTS SALES TAX
**Transactions for February 2020**

| | | | | |
|---|---|---|---|---|
| **Beginning Balance:** | | | | |
| Pooled Cash | | | 1,614,327.34 | |
| Investments | | | 492,500.00 | |
| Payables | | | (5,130.00) | |
| **Available Beginning Balance** | | | | **2,101,697.34** |
| **Revenues:** | | | | |
| | February | | | |
| City Sales Tax | 68,723.68 | | | |
| TIF Allocations | (1,523.62) | | | |
| City Use Tax | 4,313.86 | | | |
| Interest Income | 1,254.87 | | | |
| Investment Interest | - | | | |
| Sale of properties (DEMO) | - | | | |
| **Total Revenue** | 72,768.79 | | | 72,768.79 |
| **Expenditures:** | | | | |
| Bank Charges | (91.03) | | | |
| Professional Services | | Sidewalk replacement program | | |
| Labor and materials | | Superior Well Pagoda | | |
| Labor and materials | | Hall of Waters Roof | | |
| Materials | | Building maintenance | | |
| Professional Services | | Cemetery Mausoleum | | |
| Professional Services | | Hall of Waters HVAC Engineering | | |
| Professional Services | | Clubhouse and Subdivision | | |
| Professional Services | | Hall of Waters Drainage Study | | |
| Professional Services | | MARS Radio System Upgrade | | |
| Professional Services | | Opportunity Zone Marketing | | |
| Professional Services | | GFOA ERP Project | | |
| Labor and materials | | Technology upgrade project | | |
| Property Purchases/Demos | (4,962.00) | Blighted Property Fund | | |
| **Transfers** | | | | |
| Transfers - General Fund | (860.42) | Indirect cost allocation | | |
| Transfers - Pollution Control | | Sewer Extensions | | |
| **Total Expenditures** | | | | (5,913.45) |
| **Ending Balance** | | | | **2,168,552.68** |
| | **Allocation of ending balance:** | | | |
| Pooled Cash | | | 1,676,052.68 | |
| Investments | | | 492,500.00 | |
| Payables | | | - | |
| Total | | | 2,168,552.68 | |
| **Committed Funds:** | | | | |
| Maintenance Fund City Wide | (46,171.29) | | | |
| Concrete Sidewalk Fund | (72,352.28) | | | |
| Blighted Property Fund | (27,459.57) | | | |
| Storm Sirens For Fire Dept | (8,523.48) | | | |
| Technology upgrades | (14,844.02) | | | |
| GFOA ERP Consulting Agreement | (27,770.00) | | | |
| Cemetery GIS | (18,000.00) | | | |
| Golf Clubhouse/Subdivision | (40,432.48) | | | |
| Superior Well Pagoda | (111,519.99) | | | |
| MARRS System | (402,537.05) | | | |
| Grant Match (Business Infrastructure) | (100,000.00) | | | |
| CDBG Grant Match (Sewer Digester) | (450,000.00) | | | |
| Bank Building Roof | (167,209.20) | | | |
| Sewer Extensions: | (822,199.54) | | | |
| **Total Committed Funds** | | | | (2,309,018.90) |
| **Available Cash Balance** | | | | **(140,466.22)** |

## Gross Capital Improvement Sales Tax Receipts




| | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2017 | 69,524.48 | 60,843.90 | 87,414.15 | 72,618.46 | 46,165.18 | 98,797.10 | 79,738.00 | 49,800.60 | 103,512.24 | 70,609.29 | 48,550.18 | 86,644.31 |
| 2018 | 79,023.81 | 55,207.47 | 85,875.54 | 67,764.47 | 53,016.46 | 84,648.47 | 84,046.67 | 51,324.19 | 100,962.43 | 67,913.90 | 35,965.14 | 111,073.78 |
| 2019 | 79,295.51 | 58,106.33 | 87,920.39 | 76,437.40 | 53,693.56 | 94,665.55 | 81,376.26 | 62,772.71 | 105,406.27 | 77,960.36 | 55,469.43 | 90,838.66 |
| 2020 | 75,703.16 | 68,723.68 | | | | | | | | | | |

City of Excelsior Springs
Gross Capital Improvement Sales Tax by Month - Cash Basis

| | 2017 | 2018 | 2019 | 2020 |
|---|---|---|---|---|
| Jan | 69,524.48 | 79,023.81 | 79,295.51 | 75,703.16 |
| Feb | 60,843.90 | 55,207.47 | 58,106.33 | 68,723.68 |
| Mar | 87,414.15 | 85,875.54 | 87,920.39 | |
| Apr | 72,618.46 | 67,764.47 | 76,437.40 | |
| May | 46,165.18 | 53,016.46 | 53,693.56 | |
| June | 98,797.10 | 84,648.47 | 94,665.55 | |
| July | 79,738.00 | 84,046.67 | 81,376.26 | |
| Aug | 49,800.60 | 51,324.19 | 62,772.71 | |
| Sept | 103,512.24 | 100,962.43 | 105,406.27 | |
| Oct | 70,609.29 | 67,913.90 | 77,960.36 | |
| Nov | 48,550.18 | 35,965.14 | 55,469.43 | |
| Dec | 86,644.31 | 111,073.78 | 90,838.66 | |
| Annual Total | 874,217.89 | 876,822.33 | 923,942.43 | 144,426.84 |

**Comparison of Revenues thru February:**

| | 2018 | 2019 | 2020 | Y-T-Y Change |
|---|---|---|---|---|
| Net sales tax | 132,119.36 | 134,857.04 | 142,006.51 | 7,149.47 |
| Use tax | 11,903.42 | 11,320.55 | 8,538.09 | (2,782.46) |
| Interest on bank accounts | 1,894.57 | 1,894.70 | 2,454.50 | 559.80 |
| Interest on investments | 3,696.86 | 406.61 | - | (406.61) |
| | 149,614.21 | 148,478.90 | 152,999.10 | 4,520.20 |
| Add TIF Surplus | - | - | - | - |
| Total | 149,614.21 | 148,478.90 | 152,999.10 | 4,520.20 |

CAPITAL IMPROVEMENTS SALES TAX
**Transactions for March 2020**

**Beginning Balance:**

| | | | | |
|---|---|---|---|---|
| Pooled Cash | | | 1,675,787.86 | |
| Investments | | | 492,500.00 | |
| Payables | | | - | |
| **Available Beginning Balance** | | | | **2,168,287.86** |

**Revenues:**

| | March | | | |
|---|---|---|---|---|
| City Sales Tax | 83,193.50 | | | |
| TIF Allocations | (515.98) | | | |
| City Use Tax | 7,871.50 | | | |
| Interest Income | 1,112.04 | | | |
| Investment Interest | 1,053.42 | | | |
| Sale of properties (DEMO) | - | | | |
| **Total Revenue** | 92,714.48 | | | 92,714.48 |

**Expenditures:**

| | | | | |
|---|---|---|---|---|
| Bank Charges | (89.53) | | | |
| Professional Services | | Sidewalk replacement program | | |
| Labor and materials | | Superior Well Pagoda | | |
| Labor and materials | (385.00) | Bank Building Roof/Remodel | | |
| Materials | (15,415.16) | Building maintenance | | |
| Professional Services | | Cemetery Mausoleum | | |
| Professional Services | | Hall of Waters HVAC Engineering | | |
| Professional Services | | Clubhouse and Subdivision | | |
| Professional Services | | Hall of Waters Drainage Study | | |
| Professional Services | (3,881.07) | MARS Radio System Upgrade | | |
| Professional Services | | Opportunity Zone Marketing | | |
| Professional Services | | GFOA ERP Project | | |
| Labor and materials | | Technology upgrade project | | |
| Property Purchases/Demos | (7,132.00) | Blighted Property Fund | | |
| **Transfers** | | | | |
| Transfers - General Fund | (860.42) | Indirect cost allocation | | |
| Transfers - Pollution Control | | Sewer Extensions | | |
| **Total Expenditures** | | | | (27,763.18) |
| **Ending Balance** | | | | **2,233,239.16** |

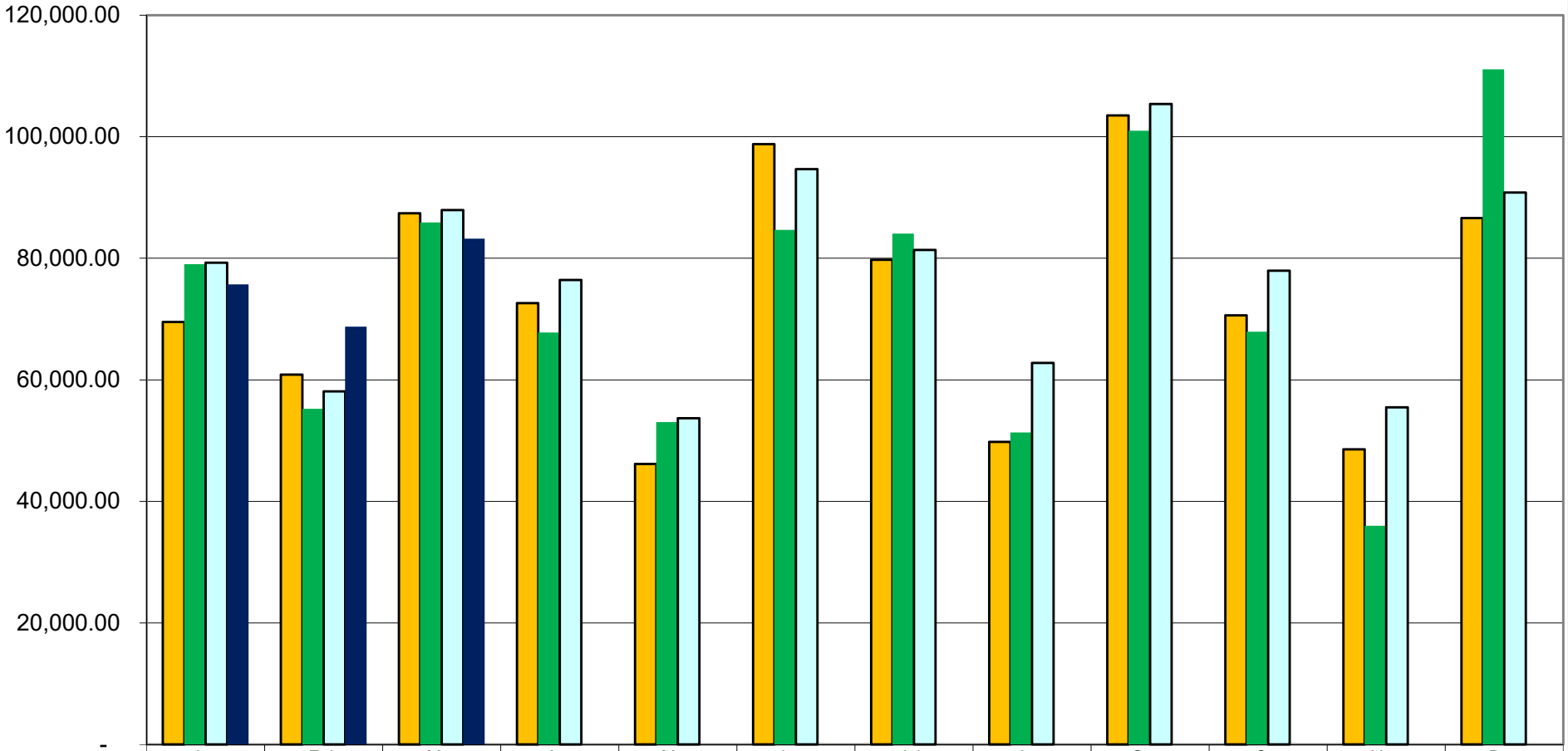
**Allocation of ending balance:**

| | | |
|---|---|---|
| Pooled Cash | 1,763,354.32 | |
| Investments | 492,500.00 | |
| Payables | (22,615.16) | |
| Total | 2,233,239.16 | |

**Committed Funds:**

| | | | |
|---|---|---|---|
| Maintenance Fund City Wide | (30,756.13) | | |
| Concrete Sidewalk Fund | (72,352.28) | | |
| Blighted Property Fund | (20,327.57) | | |
| Storm Sirens For Fire Dept | (8,523.48) | | |
| Technology upgrades | (14,844.02) | | |
| GFOA ERP Consulting Agreement | (27,770.00) | | |
| Cemetery GIS | (36,000.00) | | |
| Golf Clubhouse/Subdivision | (40,432.48) | | |
| Superior Well Pagoda | (111,519.99) | | |
| MARRS System | (398,655.98) | | |
| Grant Match (Business Infrastructure) | (100,000.00) | | |
| CDBG Grant Match (Sewer Digester) | (450,000.00) | | |
| Bank Building Roof | (166,824.20) | | |
| Sewer Extensions: | (822,199.54) | | |
| **Total Committed Funds** | | | (2,300,205.67) |
| **Available Cash Balance** | | | **(66,966.51)** |

## Gross Capital Improvement Sales Tax Receipts




| | Jan | Feb | Mar | Apr | May | June | July | Aug | Sept | Oct | Nov | Dec |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 2017 | 69,524.48 | 60,843.90 | 87,414.15 | 72,618.46 | 46,165.18 | 98,797.10 | 79,738.00 | 49,800.60 | 103,512.24 | 70,609.29 | 48,550.18 | 86,644.31 |
| 2018 | 79,023.81 | 55,207.47 | 85,875.54 | 67,764.47 | 53,016.46 | 84,648.47 | 84,046.67 | 51,324.19 | 100,962.43 | 67,913.90 | 35,965.14 | 111,073.78 |
| 2019 | 79,295.51 | 58,106.33 | 87,920.39 | 76,437.40 | 53,693.56 | 94,665.55 | 81,376.26 | 62,772.71 | 105,406.27 | 77,960.36 | 55,469.43 | 90,838.66 |
| 2020 | 75,703.16 | 68,723.68 | 83,193.50 | | | | | | | | | |

City of Excelsior Springs
Gross Capital Improvement Sales Tax by Month - Cash Basis

| | 2017 | 2018 | 2019 | 2020 |
|---|---|---|---|---|
| Jan | 69,524.48 | 79,023.81 | 79,295.51 | 75,703.16 |
| Feb | 60,843.90 | 55,207.47 | 58,106.33 | 68,723.68 |
| Mar | 87,414.15 | 85,875.54 | 87,920.39 | 83,193.50 |
| Apr | 72,618.46 | 67,764.47 | 76,437.40 | |
| May | 46,165.18 | 53,016.46 | 53,693.56 | |
| June | 98,797.10 | 84,648.47 | 94,665.55 | |
| July | 79,738.00 | 84,046.67 | 81,376.26 | |
| Aug | 49,800.60 | 51,324.19 | 62,772.71 | |
| Sept | 103,512.24 | 100,962.43 | 105,406.27 | |
| Oct | 70,609.29 | 67,913.90 | 77,960.36 | |
| Nov | 48,550.18 | 35,965.14 | 55,469.43 | |
| Dec | 86,644.31 | 111,073.78 | 90,838.66 | |
| Annual Total | 874,217.89 | 876,822.33 | 923,942.43 | 227,620.34 |

**Comparison of Revenues thru March:**

| | 2018 | 2019 | 2020 | Y-T-Y Change |
|---|---|---|---|---|
| Net sales tax | 215,031.75 | 222,423.73 | 224,684.03 | 2,260.30 |
| Use tax | 18,589.98 | 19,702.86 | 16,409.59 | (3,293.27) |
| Interest on bank accounts | 2,895.55 | 3,119.36 | 3,566.54 | 447.18 |
| Interest on investments | 3,941.31 | 2,625.01 | 1,053.42 | (1,571.59) |
| | 240,458.59 | 247,870.96 | 245,713.58 | (2,157.38) |
| Add TIF Surplus | - | - | - | - |
| Total | 240,458.59 | 247,870.96 | 245,713.58 | (2,157.38) |

TRANSPORTATION TRUST SALES TAX

**Transacations for January 2020**

| | | | |
|---|---|---|---|
| Beginning Balance | | | **$1,086,537.28** |
| **Total Cash** | | | **$1,086,537.28** |
| **Revenues:** | | Year to Date | |
| City Sales Tax | $73,618.89 | | |
| City Use Tax | $4,224.23 | | |
| Tif Allocation Golf | -$53.17 | | |
| TIF Paradise Playhouse | -$3.27 | | |
| TIF Vintage II | -$210.53 | | |
| TIF Allocation Elms | -$629.74 | | |
| Interest Income | $669.89 | | |
| Investment Interest | | | |
| **Total Revenue** | | | $77,616.30 |
| **Disbursements:** | | | |
| Bank Charges | -$54.09 | | |
| Bus/decals | -$1,100.00 | | |
| Misc Concrete repairs | -$524.88 | | |
| Infrastructure repairs | -$1,351.32 | | |
| Snow Removal | -$8,811.00 | | |
| Transportation | -$8,083.34 | | |
| Operating Transfers - Finance Dept. (11/ | -$250.00 | | |
| Operating Transfers - Gen Fund | $0.00 | | |
| Operating Transfers - Const Services | | | |
| Operating Transfers - Comm Developme | $0.00 | | |
| **Total Expense** | | | -$20,174.63 |
| **Ending Balance** | | | **$1,143,978.95** |
| Committed Funds: | | | |
| 2020 Overlay Program | -$600,000.00 | | |
| Snow Removal | -$22,502.00 | | |
| Misc Concrete Repairs | -$102,838.24 | | |
| Bus Purchase | -$1,712.00 | | |
| Van Purchase | -$15,000.00 | | |
| Transportation Budget | -$83,833.32 | | |
| Infrastructure | -$89,921.18 | | -$915,806.74 |
| **Total Spendable Cash Balance** | | | **$228,172.21** |

TRANSPORTATION TRUST SALES TAX

**Transactions Feb 2020**

| | | | |
|---|---|---|---|
| Beginning Balance | | | **$1,143,978.95** |
| **Total Cash** | | | **$1,143,978.95** |
| **Revenues:** | | Year to Date | |
| City Sales Tax | $64,732.74 | | |
| City Use Tax | $4,313.86 | | |
| TIF Allocation Golf | -$27.08 | | |
| TIF Allocation Vintage | | | |
| TIF Vintage II | -$237.74 | | |
| TIF Allocation Elms | -$1,523.62 | | |
| Interest Income | $719.76 | | |
| Investment Interest | | | |
| **Total Revenue** | | | $67,977.92 |
| **Disbursements:** | | | |
| Legal Fees/Engineering | | | |
| Snow Removal | | | |
| Bank Charges | -$50.83 | | |
| Misc Concrete repairs | | | |
| Infrastructure repairs | | | |
| Transportation | -$8,083.34 | | |
| Operating Transfers - Finance Dept. ( | -$250.00 | | |
| Operating Transfers - Gen Fund | | | |
| Operating Transfers - Const Services | | | |
| Operating Transfers - Comm Development | | | |
| **Total Expense** | | | -$8,384.17 |
| **Ending Balance** | | | **$1,203,572.70** |
| Committed Funds: | | | |
| 2020 Overlay Program | -$600,000.00 | | |
| Snow Removal | -$22,502.00 | | |
| Misc Concrete Repairs | -$102,838.24 | | |
| Bus Purchase | -$1,712.00 | | |
| Van Purchase | -$15,000.00 | | |
| Transportation Budget | -$75,749.98 | | |
| Infrastructure | -$89,921.18 | | |
| | | | -$907,723.40 |
| **Total Spendable Cash Balance** | | | **$295,849.30** |

TRANSPORTATION TRUST SALES TAX

**Transactions for March 2020**

| | | | |
|---|---|---|---|
| Beginning Balance | | | **$1,203,572.70** |
| **Total Cash** | | | **$1,203,572.70** |
| **Revenues:** | | Year to Date | |
| City Sales Tax | $80,553.09 | | |
| City Use Tax | $7,871.50 | | |
| TIF Allocation Paradise Playhouse | -$10.14 | | |
| TIF Allocation Vintage | | | |
| TIF Vintage II | -$505.84 | | |
| TIF Golf | | | |
| Interest Income | $642.28 | | |
| Investment Interest | $112.39 | | |
| **Total Revenue** | | | $88,663.28 |
| **Disbursements:** | | | |
| TT2020 | -$8,951.60 | | |
| Transportation | -$8,083.34 | | |
| Bank Charges | -$50.00 | | |
| Misc Concrete repairs | -$1,288.51 | | |
| Infrastructure repairs | -$1,068.89 | | |
| Van Purchase | -$11,676.40 | | |
| Operating Transfers - Finance Dept. ( | -$250.00 | | |
| Operating Transfers - Gen Fund | | | |
| Operating Transfers - Const Services | | | |
| Operating Transfers - Comm Development | | | |
| **Total Expense** | | | -$31,368.74 |
| **Ending Balance** | | | **$1,260,867.24** |
| Committed Funds: | | | |
| 2020 Overlay Program | -$591,048.40 | | |
| Snow Removal | -$22,502.00 | | |
| Misc Concrete Repairs | -$101,549.73 | | |
| Bus Purchase | -$1,712.00 | | |
| Van Purchase | -$3,323.60 | | |
| Transportation Budget | -$67,666.64 | | |
| Infrastructure | -$88,852.29 | | |
| | | | -$876,654.66 |
| **Total Spendable Cash Balance** | | | **$384,212.58** |

**Date:** April 8, 2020

**To:** The Excelsior Springs Capital Improvements Authority

**From:** Paul V. Tribble, Fire Chief

**SUBJECT**: Topic for discussion of a funding source for the replacement of ambulances (In 2020, "Med #2")

**ESFD Ambulance Replacement:**

One might ask about industry standards for replacing an ambulance. Every department across the United States have asked the same question. There are not any published "industry standards" for an ambulance because every ambulance service is different. Key issues in the "Life of an Ambulance":

- Vehicle Manufacturer (Ford, Chevy, Dodge, International, Freightliner, etc.)
- Box Manufacturer-the patient & equipment area (Wheeled Coach, Horton, AEV, etc.)
- Department protocols/policy (allowing the unit to idle while on scene)
- Response & transport distances (how many sq./miles; hospitals in KC)
- Idle time/engine hours (relates to amount of time, not moving)
- Terrain-every service is different (hills, flats, mountains, etc.)
- Weather conditions (Extreme heat or cold, mild temps) - can change from year to year, location to location.
- In use time- dependent upon how busy, your department is (KC vs. ESFD).

In an on-line article by EMS WORLD, How to Develop a Fleet Replacement Strategy, the author identifies that the "useful life of a vehicle is normally between 150,000 and 250,000 miles at an age of between 4-7 years. Cost in terms of total maintenance versus initial purchase cost is also very important (the purchase cost of the vehicle is a known number; the total investment in its life must be understood. For any fleet, be it a commercial carrier or EMS and fire departments, vehicles must be available for service and mechanically viable in order to remain operationally efficient."

Back in the early 1990's, prior administration determined a fleet replacement schedule for the ambulances of Excelsior Springs Fire Department (ESFD). Each ambulance would serve in a three-tiered system. When an ambulance is purchased and placed into service, it serves two years as a "first out" unit (meaning it is primarily the first unit that responds on EMS calls). In years, three and four it serves in a "second out" capacity (meaning that it is the second ambulance out the door for EMS calls). In years five and six it serves in a "reserve" capacity (meaning it is only put into service should one of the other two ambulance need to be taken out of service for maintenance or other issues). This replacement schedule requires that every two years ESFD purchase an ambulance.

When ambulances are not purchased every two years, it causes the whole replacement system to become out of order. An ambulance is required to spend more time as a reserve, which causes the mileage and "wear & tear" on the first two ambulances to increase…which increases maintenance cost throughout the whole system.


In 2020, the ambulance up for replacement, commonly referred to as "Med #2" this ambulance is;

- 2013 Chevrolet Express 4500 chassis
- Built by Wheel Coach
- Placed into service (PIS) February 2, 2013.
- 6.6 Liter Turbo Duramax engine
- Engine hours 7,613
- Mileage 180,124

Maintenance issues:

Med #2 Maintenance in 2018: Totaled $2,905.16


Maintenance & Repairs for 2018

| DATE | Description | MILEAGE | PARTS | LABOR | OTHER | ESTIMATE | TOTAL |
|---|---|---|---|---|---|---|---|
| 3/19/2018 | Oil Change | 146,803 | | | $73.00 | | $73.00 |
| 3/19/2018 | Replace Battery | 146,803 | $221.30 | | | | $221.30 |
| 5/17/2018 | Tire Replacement | 151,232 | | | $122.50 | | $122.50 |
| 5/23/2018 | Brake Repair | 151,812 | | | $559.00 | | $559.00 |
| 5/30/2018 | Climate Control, A/C | 152,250 | $31.00 | | | | $31.00 |
| 6/6/2018 | Oil Change | 152,829 | | | $73.00 | | $73.00 |
| 6/29/2018 | Emissions Repair | 154,851 | $353.62 | $437.85 | $52.54 | | $844.01 |
| 7/10/2018 | Climate Control, A/C | 156,180 | $30.00 | | | | $30.00 |
| 7/10/2018 | Electrical Repair | 156,180 | $0.00 | $0.00 | $0.00 | | $0.00 |
| 9/6/2018 | Oil Change | 159,288 | | | $73.00 | | $73.00 |
| 11/19/2018 | Misc. Engine Repair | 164,249 | $30.11 | 214.76 | $59.13 | | $304.00 |
| 11/19/2018 | Exhaust Repair | 164,249 | $5.90 | $139.00 | $0.00 | | $144.90 |
| 11/19/2018 | Coolant repair | 164,249 | $2.45 | $139.00 | | | $141.45 |
| 11/29/2018 | Brake Repair | 165,154 | $168.00 | $120.00 | | | $288.00 |
| | | Total for 2018 | | | | | $2,905.16 |

Maintenance in 2019: Totaled (or projected) $12,352.52


Maintenance & Repair for 2019

| DATE | Description | MILEAGE | PARTS | LABOR | OTHER | ESTIMATE | TOTAL |
|---|---|---|---|---|---|---|---|
| 1/24/2019 | Preventative Maintenance | 166,643 | | | $74.95 | | $74.95 |
| 2/13/2019 | Transmission Service | 167,532 | | | $316.67 | | $316.67 |
| 2/28/2019 | Transmission Service-crank case | 167,589 | $632.20 | $1,199.57 | $143.95 | | $1,975.72 |
| | Recommended replacing Transmission | | | | | $6,000.00 | $6,000.00 |
| 4/24/2019 | Climate Control | 168,014 | | | $2,539.42 | | $2,539.42 |
| 7/17/2019 | Oil Change | 172,858 | | | $47.95 | | $47.95 |
| 10/7/2019 | Fuel Filter Change | 176,707 | $35.39 | $29.56 | | | $64.95 |
| 10/7/2019 | Emissions Repair | 176,707 | $322.25 | $548.10 | $97.40 | | $967.75 |
| 10/7/2019 | Brake Repair | 176,707 | $141.08 | $224.03 | | | $365.11 |
| | | Total for 2019 | | | | | $12,352.52 |

Maintenance in 2020: Totaled (or projected) $13,233.10


Maintenance & Repair for 2020

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 2/19/2020 | Tow Bill | | | | $180.00 | | $180.00 |
| 2/20/2020 | Misc. Engine Repair | 179,964 | $67.87 | $396.20 | $47.54 | | $511.61 |
| 3/3/2020 | Tow Bill | | | | $180.00 | | $180.00 |
| 3/3/2020 | Fuel System Repair | 180,124 | | | | $12,181.49 | $12,181.49 |
| 3/6/2020 | Tow Bill | | | | $180.00 | | $180.00 |
| | | Total for 2020 | | | | | $13,233.10 |

On March 6, 2020, Med #2 had to be towed to Westfall GMC Truck, where it was diagnosed to need the "Entire Fuel System" replaced at a cost of $12,181.49. After a meeting with City Manager Molly McGovern, it was determined that the vehicle was not worth repairing.

In an article published on-line by **Fleet Financials**, How to Calculate Optimal Replacement Cycles. The author, Bibona, wrote about several methods to identify an economical way to determine when to replace a vehicle. The methods identified were; "Economic Lifecycle Analysis, Focusing on Age and/or Mileage, Exceeding a Threshold Cost, Exceeding the Value of the Vehicle, and Cost of Repair vs. Residual Value. The bottom line is each has its own advantages and disadvantages to consider".

All of the methods require a knowledge of the maintenance and repairs of the apparatus in question. I utilized his "Cost of Repair vs. Residual Value" method to determine where we stood with Med #2. We already know the "Age and/or Mileage" is within some of the basic industry standards.

Maintenance/Repair vs. Residual Values for Med #2:

| Comparing Maintenance and Repair (M&R) Expenses to Residual Values | | | | | | |
|---|---|---|---|---|---|---|
| Year | Maintenance and Repair | Residual Value | Percent M & R is of Residual Value | | Mileage | Miles in the Year |
| 2013 | $544.39 | $142,492.00 | 0.38% | Placed into service February 2013: | 1,397 | 29,879 |
| 2014 | $1,373.29 | $90,244.93 | 1.52% | Beginning of 2014: | 31,276 | 29,089 |
| 2015 | $2,438.43 | $57,155.13 | 4.27% | Beginning of 2015: | 60,365 | 34,635 |
| 2016 | $2,743.10 | $36,198.25 | 7.58% | Beginning of 2016: | 95,000 | 29,835 |
| 2017 | $3,635.02 | $22,925.56 | 15.86% | Beginning of 2017: | 124,835 | 21,968 |
| 2018 | $2,905.16 | $14,519.52 | 20.01% | Beginning of 2018: | 146,803 | 19,840 |
| 2019 | $12,352.52 | $9,195.70 | 134.33% | Beginning of 2019: | 166,643 | 13,481 |
| 2020 | $13,233.10 | $5,823.94 | 227.22% | End of Life: | 180,124 | 0 |

We see here that Med #2 was purchased in 2013 for $142,492 in the past 7 years its value has dropped to an estimate of around $5,824. During that same period the maintenance and repair (M&R) has increased to about $13,233. At year six (2018) the percentage of M&R vs. the Residual Value is slightly above 20%. Author Sal Bibona identifies, *"Any vehicle or equipment unit with a maintenance cost that is 30 percent or more of the vehicle's residual value should be assessed for replacement".*

**Safety:**

Ambulances are built to a defined standard; these are referred to as KKK-A-1822F specifications. On July 1, 2015, changes were made to the standard. The changes were:

- Ambulance Patient Compartment Seating Integrity and Occupant Restraints.
- Ambulance Litter Integrity, Retention, and Patient Restraint.

In addition, the National Fire Protection Association 1917 standard for ambulances was released in 2015. These were "General requirements for ambulance design and performance":

- Minimum requirements in design, performance and testing of new automotive ambulances.
- Chassis, patient compartment, low voltage electrical systems and warning devices.

Med #2 does not meet these new standards in safety that all ambulances are built.

**As ambulances are replaced, the added additional safety features built into their design that improves ride for our patients and staff. It is always an important reason to replace an ambulance.**

This is one of the newest safety features…our newest ambulance's safety and loading system.

**Need for a Reserve Unit (Third ambulance):**

Over the past three years, our units have averaged over 297+ hours a year being out of service (Lost Unit Hours) for maintenance & repair. It is very important for ESFD to have a "reserve" unit. We currently have our newest ambulance that needs M&R, which taken out of service would leave us with <u>one</u> ambulance. We cannot rely on our mutual aid partners, as they are busy covering their own areas.

ESFD's EMS covers twelve square miles, inside the city limits of Excelsior Springs. We are under contract with Eastern Clay County Ambulance District to provide EMS to 100 sq. miles in rural Clay County (Mosby, Prathersville, Missouri City, and rural).


Calls for Service:

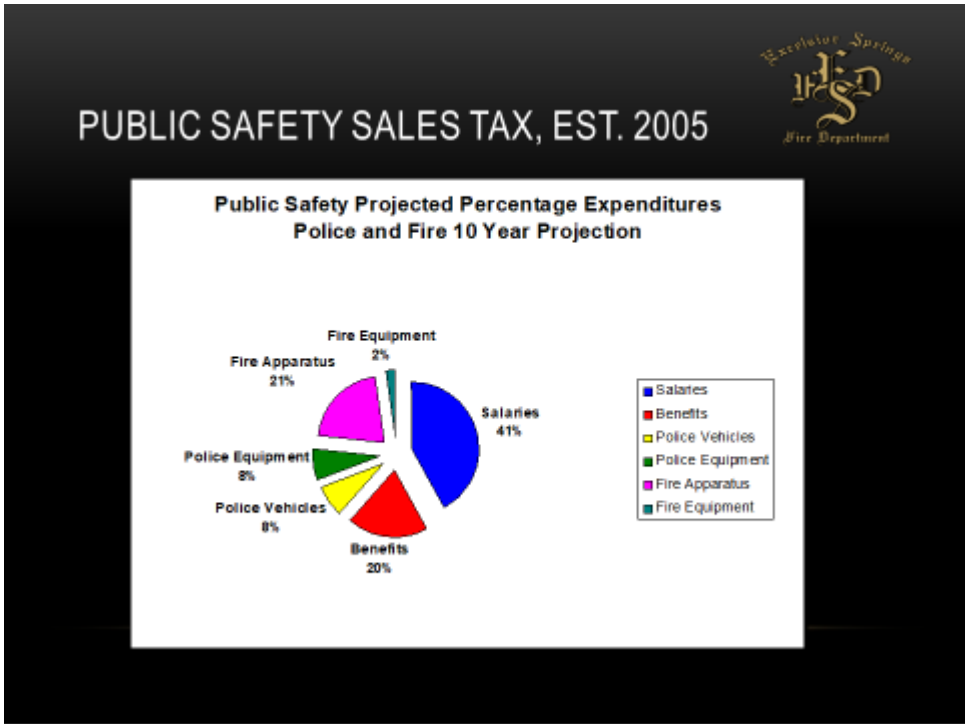
From January 1, 2019 thru December 31, 2019, ESFD responded to over 2,500 calls for service. Of those 2,586 calls, 2,285 of them were for Emergency Medical Services. We average 6.26 calls per day with the two units that we have.

**Funding:**

Some might ask, "Where does the funding come from to replace ambulances"? In the history of ESFD, there has never been a reliable funding source for the replacement of ambulances. Some years, it has come from the "General Fund"; some years, it has come from "Public Safety Sales Tax"; some years, it came from outside contract sources (when we provided contract services to rural Lawson & Ray County). There has never been a funding source established on a regular basis, it has always come down to "we need to replace an ambulance, where can we get the money from this year"

<u>Public Safety Sales Tax (PSST)</u>
The question has come up "Why not Public Safety Sales Tax" fund. In 2005, the Public Safety Sales tax was established for the following:

- Salaries= 4%
- Benefits= 20%
- Fire equipment= 2%
- Fire Apparatus= 21%
- Police Equipment= 8%
- Police Vehicles= 8%



- **<u>Career Enhancement/Personnel Retention</u> (41%)**
  **[Fire Department percentage is 20.5]**

  To enhance our ability in the Recruitment and Retention of professional and highly qualified law enforcement and fire personnel.

  - During the previous twelve years, 43 police officers have severed their affiliation with the police department. 70% of those police officers took positions with other law enforcement agencies. This department released 14% of those police officers, as they failed to meet or adhere to the department's high standards.
  - During the previous twelve years 6 communications officers have severed their affiliation with the police department. 33% of those communications officers took position with other law enforcement agencies.
  - During the past seven years 14 firefighters have severed their affiliation with the fire department. The average tenure of firefighters leaving employment has been in excess of 5 years. 62% of those firefighters took positions with other fire departments.

- **<u>Benefits (20%)</u>**

  **[Fire Department's percentage is 10]**

  - FICA/Medicare/LAGERS
  - Health/Life/Dental/Vision Insurance
  - Long term Disability
  - Worker's Compensation

- **<u>Replace Fire Apparatus (21%)</u> $1,100,000**

  Replace Fire Pumpers, Ladder Trucks, Support Vehicles, and Staff Vehicles according to an effective replacement schedule.

**<u>Replace Fire Equipment (2%)</u> $120,000**

Purchase or replace fire suppression equipment, rescue equipment, hazardous materials response equipment, personal protective equipment, communications equipment, and replace electronic equipment.

**There was never any mention of purchasing ambulances out of Public Safety Sales Tax, which there has been at least two ambulances purchased out of PSST…every time an ambulance is purchased out of PSST, it depletes the fund and pushes back the replacement of fire apparatus (which is just as important to replace).**

<u>General Fund</u>

Some have asked, "Why not out of General Fund". The General Fund barely survives on its own. Even though, over the years, a few ambulances have been purchased out of General Fund, it is usually only when there is a balance at the end of the budget. This is not a reliable source.

The only remaining consistent funding source is Capital Improvements.

**Replacement options:**

- Repair 2013 Chevrolet 4500 (Med #2): We can spend the $12,181.49 to repair the entire fuel system on the current Med #2. We anticipate as they begin to make the repairs that they will find that there are more problems and this price could go up. In addition in our previous discussion, we saw that the M&R vs. Residual Value that the repair of this unit is not practical.

- Purchase a chassis and pay a company to remount our current box. As this is a cheaper alternative, it is not always practical as we do not know the underlying condition of the box and could lead to additional cost once the box is removed from the current chassis. This option would save us approximately $30,000 (the price of the box) under a new one. This method to replace ambulances is not supported by current ESFD staff. Past administration has attempted this and it led to key issues with the mounting of the box onto a chassis that it was not built for:
    - Anchor points had to be modified.
    - Electrical access to and from the chassis & box.
    - Leaking of water into the cab and box where the two are joined.
    - Intolerable ride for the patient.
    - Warranty on the chassis, but not on the box (led to continued maintenance cost for box repairs).
    - Does always address safety issues within the box (modifications to the box can be made at an added cost, i.e. adding the cot retention and lifting system).

- Purchase a rebuilt ambulance, this is most likely where a company has purchased a used box and put it on a new chassis. There is most likely a warranty on the chassis, but the box has a limited warranty. Could lead to same issues as us option above and most likely will not meet our specifications…ESFD staff does not support this method of replacing ambulances. You just do not know what you are getting….this cost is approximately $140,000-199,000 (would not include cot/retention/lifting system).

- Purchase a unit that is already built to our specifications (or close to it) and is setting on a lot. This unit would only need to have cot/retention and lifting system, painted to our design, refrigerator, snow chains, inverter, and logos added. These are usually perhaps last year's model chassis at a lower price than one being built on a production line to our specifications. Current ESFD staff would support this method. This would come with warranties…an approximate cost would be $150,000-300,000. The biggest advantage would be that it would only take about 30-60 days for delivery.

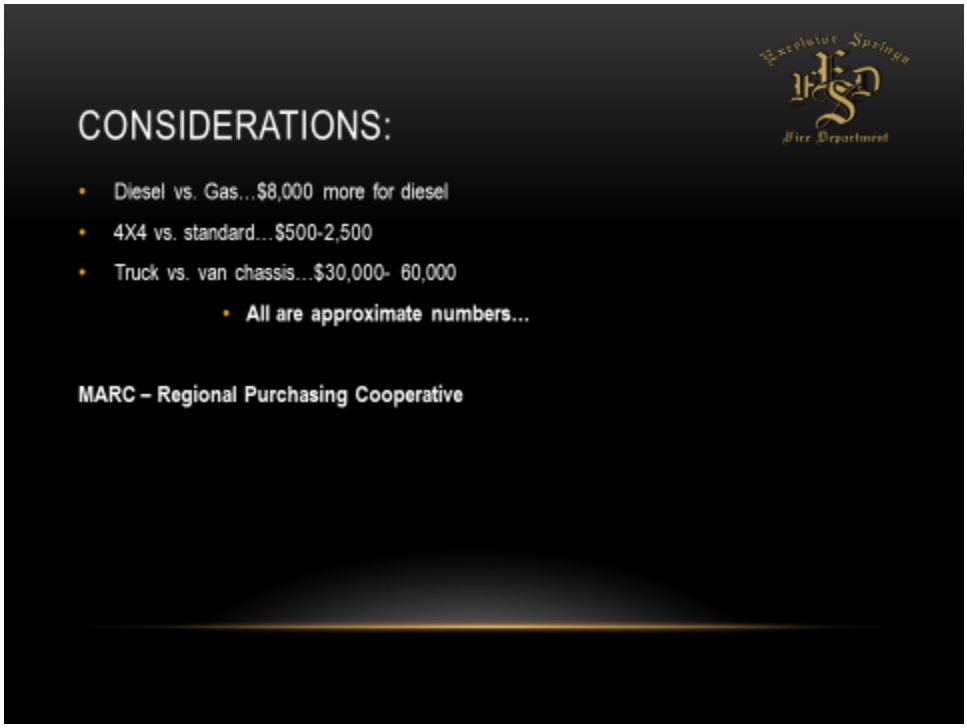
- Purchase a new unit that meets our specifications, which would be all new. This is usually the higher price of the three options. We are looking into ways to minimize some of the cost. An approximate cost of $150,000-300,000.


Things we are considering:

- Diesel engines (the cost of these have increased as the diesel engines require more maintenance with the environmental safety features to scrub its emissions with the addition of the "Diesel Particulate Filter system (DPF), Diesel Oxidation Catalyst (DOC), and Selective Catalytic Reduction system (SCR). The diesel engines provide more power and durability over the previous gasoline engines. Diesel vs. gas…approximately an increase of $8,000 for diesel.

- Four-wheel drive unit. The last ambulance that we purchased is a four-wheel drive. Having units with type of chassis is definitely helpful in our terrain and weather conditions. However, at an additional cost of approximately $500-2,500 for a four-wheel drive is under consideration.

- Truck vs. van chassis…a truck chassis is easier to perform maintenance & repairs. The van front-end sometimes requires the grill and radiator be removed for some maintenance. The truck chassis has an increase of approximately $30,000-60,000 (depending if Heavy-Duty chassis).




The solicited competitive bid process through Mid-America Regional Council's Regional Purchasing Cooperative allows us affordable pricing on new ambulances.

**Conclusion:**

The Fire department staff is recommending the replacement of an ambulance (Med #2):

- Its mileage and years of service is within "industry standards".
- Maintenance and Repair is costing more than its residual value.
- Any residual value continues to decline.
- Safety features have improved.

Why do we need a "reserve" unit?

- Vehicle availability (Lost Unit Hours) will continue to increase, as the other two units get older and require M&R.
- The 112 square miles of coverage area.
- We have a responsibility to our citizens and our clients to be available for the 2,500+ times they call.
- We cannot rely on our mutual aid partners; they are busy covering their own areas.

We are asking Capital Improvements to be the consistent funding source.

- Public Safety Sales Tax was promoted to the citizens to be a funding source for personnel, fire equipment, and fire apparatus. Ambulance was not in the vote of the public.
- General Fund can barely support the M&R, and cannot support the replacement.
- No other funding source is available.

Each year that an ambulance is not replaced:

- Liability increases.
- Maintenance costs increase.
- Mileages on the remaining two ambulances gets higher (reducing their re-sale value) and closer together (increasing the maintenance cost).

Replacement Options:

- Repair Med #2.
- Rebuild Med #2 with new chassis.
- Purchase rebuilt Ambulance.
- Purchase new ambulance sitting on a lot.
- Purchase new ambulance built to our specs.

Ambulances are like shopping for your own car, except there is so many other variables, options, and issues to consider. If you approve our request to be the funding source for our ambulances, we will be back to request the purchase to be approved.

In advance, please accept the gratitude of the entire fire department staff for your continued support.

Sources:

Fellows, D. (2016, March 28). How to Develop a Fleet Replacement Strategy. Retrieved from: https://emsworld.com/article12187528/how-to-develop-a-fleet-replacement-strategy

Bibona, S. (2015, January 13). How to Calculate Optimal Replacement Cycles. Retrieved from: https://www.fleetfinancials.com/155875/how-to-calculate-optimal-replacement-cycles