

**Capital Improvements Authority
AGENDA**

**Monday, July 9, 2018
4:00 PM
Hall of Waters Building
Council Chambers**

NOTICE OF OPEN MEETING

Notice is hereby given that the **Excelsior Springs Capital Improvements Authority** will conduct a meeting at 4:00 PM on Monday, July 9, 2018 in the Hall of Waters Building, Council Chambers, 201 E. Broadway, Excelsior Springs, MO 64024.

AGENDA

July 9, 2018

1. Roll Call
2. Approval: Minutes of Meeting - May 14, 2018
3. Approval: Budget Spreadsheets - May 2018
4. Approval: Trans Trust Financials - May 2018
5. Approval: Request to Replenish Funds
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: July 5, 2018 at 4:00pm

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

1. Roll Call:

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

Absent: None.

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

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

Susan Conyers, Authority Secretary

CAPITAL IMPROVEMENTS SALES TAX
Transactions for May 2018

Beginning Balance:

Pooled Cash	1,546,625.57	
Investments	1,305,588.24	
Payables	<u>348.00</u>	
Available Beginning Balance		2,852,561.81

Revenues:

	<u>May</u>	
City Sales Tax	57,822.70	
TIF Allocations	(725.71)	
City Use Tax	4,315.13	
TIF Surplus	-	
Interest Income	1,103.70	
Investment Interest	5,389.89	
Sale of properties (DEMO)	<u>-</u>	
Total Revenue	67,905.71	67,905.71

Expenditures:

Bank Charges	(122.02)	
Professional Services		Sidewalk replacement program
Labor and materials		Superior Well Pagoda
Materials		Building maintenance
Professional Services		Cemetery Mausoleum
Professional Services		Hall of Waters HVAC Engineering
Professional Services	(11,239.12)	Clubhouse
Professional Services		Hall of Waters Drainage Study
Professional Services		MARS Radio System Upgrade
Labor and materials	(6,065.24)	Technology upgrade project
Property Purchases/Demos	(89.18)	Blighted Property Fund
Transfers		
Transfers - General Fund	(860.38)	Indirect cost allocation
Transfers - Pollution Control	-	Sewer Extensions - Seybold
Transfers - Pollution Control	-	Sewer Extensions - Lake Maurer
Transfers - Pollution Control	-	Sewer Extensions - Highway 92
Total Expenditures		<u>(18,375.94)</u>

Ending Balance

2,902,091.58

Allocation of ending balance:

Pooled Cash	1,596,243.30
Investments	1,305,588.24
Payables	<u>260.04</u>
Total	<u>2,902,091.58</u>

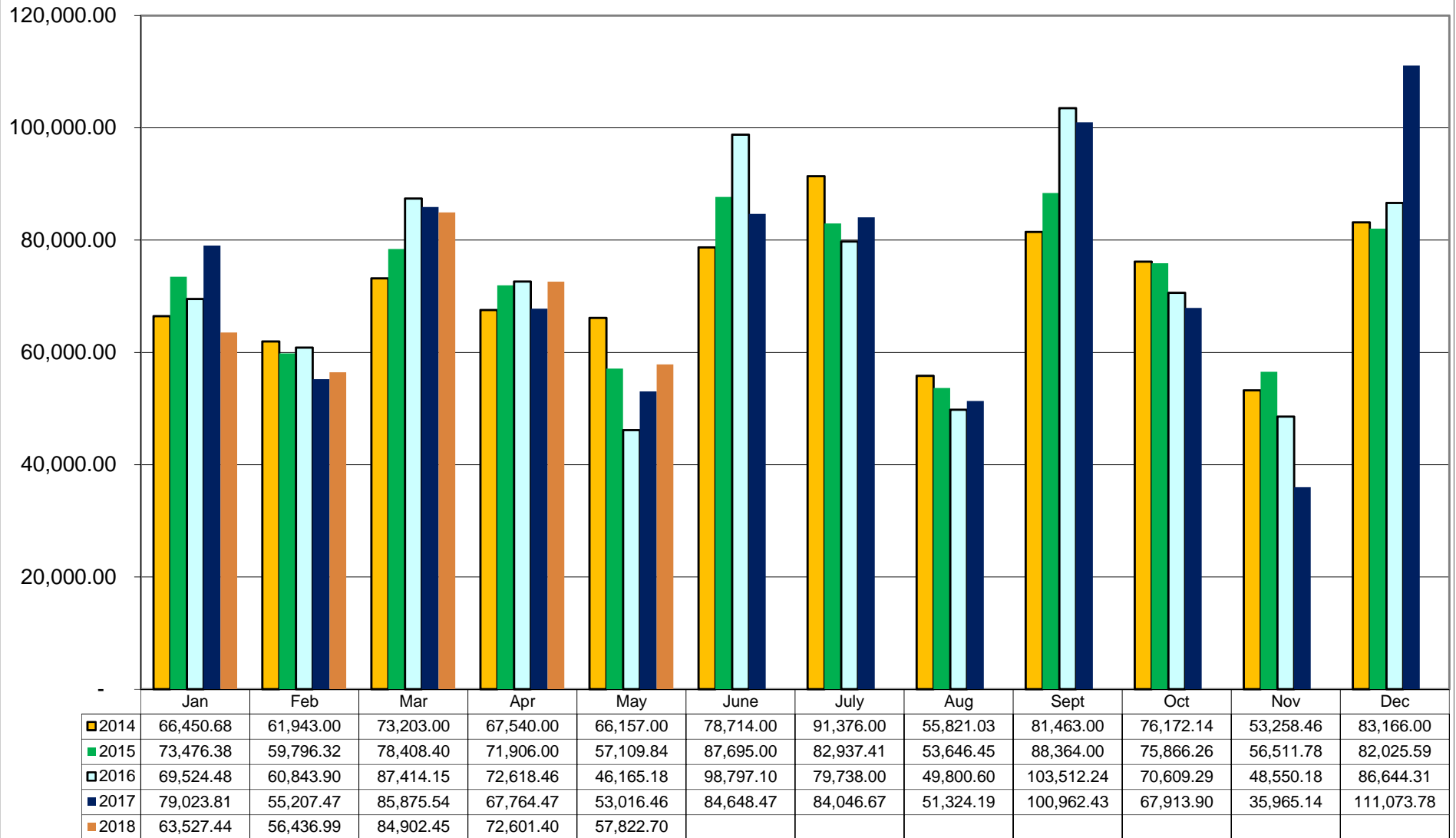
Committed Funds:

Maintenance Fund City Wide	(1,721.35)	
Concrete Sidewalk Fund	(72,352.28)	
Blighted Property Fund	(62,511.70)	
Storm Sirens For Fire Dept	(8,523.48)	
Technology upgrades	(26,296.68)	
Crown Hill Mausoleum	(40,537.00)	
Hall of Waters Drainage Study	(56,836.26)	
Golf Clubhouse/Subdivision	(761,763.22)	
Superior Well Pagoda	(113,954.99)	
Bank Building Roof Hatch	(2,100.00)	
MARRS System	(499,531.50)	
Sewer Extensions:	(588,098.56)	
Total Committed Funds		<u>(2,243,782.42)</u>

Available Cash Balance

658,309.16

Gross Capital Improvement Sales Tax Receipts



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

	2014	2015	2016	2017	2018
Jan	66,450.68	73,476.38	69,524.48	79,023.81	63,527.44
Feb	61,943.00	59,796.32	60,843.90	55,207.47	56,436.99
Mar	73,203.00	78,408.40	87,414.15	85,875.54	84,902.45
Apr	67,540.00	71,906.00	72,618.46	67,764.47	72,601.40
May	66,157.00	57,109.84	46,165.18	53,016.46	57,822.70
June	78,714.00	87,695.00	98,797.10	84,648.47	
July	91,376.00	82,937.41	79,738.00	84,046.67	
Aug	55,821.03	53,646.45	49,800.60	51,324.19	
Sept	81,463.00	88,364.00	103,512.24	100,962.43	
Oct	76,172.14	75,866.26	70,609.29	67,913.90	
Nov	53,258.46	56,511.78	48,550.18	35,965.14	
Dec	83,166.00	82,025.59	86,644.31	111,073.78	
Annual Total	855,264.31	867,743.43	874,217.89	876,822.33	335,290.98

Comparison of Revenues thru May:

	2016	2017	2018	Y-T-Y Change
Net sales tax	263,975.34	271,998.97	323,145.08	51,146.11
Use tax	20,846.88	22,430.57	27,161.13	4,730.56
Interest on bank accounts	1,373.61	6,511.14	5,003.05	(1,508.09)
Interest on investments	5,755.09	7,700.13	9,331.20	1,631.07
	291,950.92	308,640.81	364,640.46	55,999.65
Add TIF Surplus	135,998.39	142,011.20	141,668.80	(342.40)
Total	427,949.31	450,652.01	506,309.26	55,657.25

TRANSPORTATION TRUST SALES TAX			
Transactions for May 2018			
Beginning Balance			\$1,490,965.58
Balance includes \$500,000 in investments			
Total Cash			\$1,490,965.58
Revenues:		Year to Date	
City Sales Tax	\$53,206.55		
City Use Tax	\$4,315.13		
TIF Allocation Walmart			
TIF Allocation Vintage	-\$673.29		
TIF Allocation Vintage II	-\$52.42		
Interest Income (April & May)	\$1,067.42		
Investment Interest	\$2,315.14		
Total Revenue			\$60,178.53
Disbursements:			
10 Hwy. Overlay/Rehab			
Bank Charges	-\$60.80		
Misc Concrete repairs	-\$1,935.15		
Infrastructure repairs	-\$404.89		
TT2018	-\$6,400.00		
Transfers			
Operating Transfers - Finance Dept. (-\$250.00		
Operating Transfers - Gen Fund			
Operating Transfers - Const Services			
Operating Transfers - Comm Develop	\$0.00		
Total Expense			-\$9,050.84
Ending Balance			\$1,542,093.27
Committed Funds:			
2018 Overlay	-\$587,200.00		
Snow Removal	-\$26,510.27		
Misc Concrete Repairs	-\$89,651.79		
Bus Purchase	-\$15,000.00		
Infrastructure	-\$65,345.15		
Total Committed Funds			-\$783,707.21
Total Spendable Cash Balance			\$758,386.06

TRANSPORTATION TRUST SALES TAX			
Transactions for June 2018			
June numbers not finalized			
Beginning Balance			\$1,542,093.27
Balance includes \$500,000 in investments			
Total Cash			\$1,542,093.27
Revenues:		Year to Date	
City Sales Tax	\$80,793.44		
City Use Tax	\$3,792.19		
TIF Allocation Vintage	-\$1,493.21		
TIF Vintage II	-\$456.89		
Investment Interest			
Interest Income			
Total Revenue			\$82,635.53
Disbursements:			
2018 Overlay	-\$6,400.00		
Bus Purchase	-\$13,907.88		
Bank Charges			
Misc Concrete repairs	-\$78,952.50		
Infrastructure repairs	-\$36,530.73		
Transfers			
Operating Transfers - Finance Dept. (-\$250.00		
Operating Transfers - Gen Fund			
Operating Transfers - Const Services			
Operating Transfers - Comm Development			
Total Expense			-\$136,041.11
Ending Balance			\$1,488,687.69
Committed Funds			
2018 Overlay	-\$580,800.00		
Snow Removal	-\$26,510.27		
Misc Concrete Repairs	-\$10,699.29		
Bus Purchase	-\$1,092.12		
Infrastructure	-\$28,814.42		
Total Committed Funds			-\$647,916.10
Total Spendable Cash Balance			\$840,771.59



Public Works

Capital Improvements Authority Meeting - 7/9/2018

To: Authority Members
From: Chad Birdsong, Director of Public Works
Date 7/3/2018
RE: Approval: Request to Replenish Funds

Attached is the amended budget for 2018 which replenishes the funds in the miscellaneous concrete fund, infrastructure fund, snow removal fund, and the bus purchase match money for a new bus at an 80%-20% split. The miscellaneous concrete fund provides a budget for many small repairs of concrete streets throughout the city. A detailed list is attached also showing where the recent repairs have been made. The infrastructure fund is broken down into several different categories and provides funding for maintenance in each of them. A detailed list is also included showing where expenditures have been made. The bus purchase portion provides for a city match of 20% to a state funding of 80% for a new bus, which keeps our fleet up to date and provides for lower maintenance cost. Buses are generally replaced after 100,000 miles and when state funding is available. We have just been notified MoDOT has funding for a new bus this fall to replace our oldest bus. The request totals \$232,833.90 to allocate money into the individual funds.

If you have any questions or would like any more details, please don't hesitate to call me at 630-0755, ext. 423.

Chad Birdsong, Director of Public Works

ATTACHMENTS:

Description	Type	Upload Date
Trans Trust Accounts	Cover Memo	7/3/2018

Transportation Trust Budget for 2018 Fiscal year- amended 7-2-18

Beginning balance	\$1,488,687.69
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<u>Budgeted funds for Projects</u>	<u>Description</u>	<u>Balance</u>	<u>Requested allocation</u>
\$150,000.00	Misc. concrete Repair Fund	\$ 10,699.29	\$139,300.71
\$ 35,000.00	Snow Removal fund	\$ 26,510.27	\$8,489.73
\$ 100,000.00	Infrastructure Fund	\$ 28,814.42	\$71,185.58
\$ 15,000.00	Bus Purchase for Transportation Department Match money for grant	\$ 1,092.12	\$13,907.88
\$600,000.00	Overlay program for 2018 Proposed	\$ 580,800.00	
Total Committed funds balance		\$ 647,916.10	
Total spendable cash balance		\$ 840,771.59	
minus requested allocation		\$232,883.90	
Total spendable cash balance after allocation		\$ 607,887.69	

TRANS TRUST FUND ACCOUNTS

INFRASTRUCTURE FUND - ALLOTTED \$100,000

Feb 2018 Report

Allotted-\$100,000.00

\$30,000.00 \$10,000.00 \$8,000.00 \$15,000.00 \$20,000.00 \$7,000.00 \$10,000.00

Remaining Balance: \$28,814.42

\$13,240.26 \$10,000.00 \$4,422.97 \$10,894.79 \$20,000.00 \$422.34 -\$30,165.94

DATE	INV. NAME	Storm D.	Guardrail	Signs	Tree	Curb	Misc	Lights
		INFSD	INFGD	INFSIN	INFTR	INFCRB	INFMIS	INFLIT
8/16/2017	Card Seviles (post driver)							\$ 18.99
8/16/2017	Westlake (PVC/misc)							\$ 15.26
8/16/2017	Western Extralite (misc)							\$ 430.06
8/16/2017	Western Extralite (misc)							\$ 101.72
8/1/2017	Western Extralite (misc)							\$ 179.16
7/26/2017	Lamp,Rynearson & Assoc (engin)						\$ 711.32	
7/25/2017	Newman (signs)			\$ 451.88				
8/17/2017	State Farm (Terry Sears)							\$ (2,668.92)
9/7/2017	Western Extralite (misc)							\$ 145.91
11/22/2017	Western Extralite (misc)							\$ 828.64
11/21/2017	Western Extralite (wiring)							\$ 114.43
11/2/2017	Geiger (concrete)	\$ 321.50						
12/11/2017	Lamp,Rynearson & Assoc (engin)						\$ 905.31	
11/28/2017	Geiger (concrete)	\$ 329.00						
11/27/2017	Ideker (rock)	\$ 140.44						
12/19/2017	Geiger (concrete)	\$ 657.25						
1/31/2018	Geiger (concrete)							\$ 402.82
2/5/2018	Kornis Electric (misc)							\$ 506.01
2/5/2018	Kornis Electric (misc)							\$ 780.00
2/5/2018	Kornis Electric (misc)							\$ 34.00
2/5/2018	Kornis Electric (misc)							\$ 300.00
2/12/2018	Kornis Electric (misc)							\$ 114.30
3/5/2018	Labor-mowing						\$ 1,459.71	
3/6/2018	Labor-Henry Hill						\$ 184.00	
3/15/2018	Larkin -engineering							
3/7/2018	Labor (various areas)							\$ 13,052.50
2/24/2018	Geiger (base/pole)							\$ 345.94
2/23/2018	National Fastener (misc)							\$ 3.78
2/23/2018	National Fastener (misc)							\$ 97.72
3/5/2018	Labor (Madison Park)							\$ 138.00
3/2/2018	Kornis (misc)							\$ 819.40
3/9/2018	Kornis (misc)							\$ 540.00
3/10/2018	Geiger (Leslie Lane)							\$ 317.50
3/14/2018	BSE (misc)							\$ 229.00
3/20/2018	BSE (Crown Hill Cemetary)							\$ 40.24
3/27/2018	Kornis (old fire station light)							\$ 81.98
3/5/2018	Labor (Ex St)				\$ 1,000.50			
3/5/2018	Labor (Part time hours)				\$ 2,001.36			
3/6/2018	Labor (Northview/Garland)	\$ 8,145.00						
3/5/2018	Labor (Madison Park)	\$ 276.72						
3/26/2018	Owen (storm drain lid))	\$ 86.44						
4/17/2018	Labor-(Part time hours)						\$ 552.04	
3/29/2018	Newman (signs)			\$ 59.05				
5/24/2018	Owen (ready mix)			\$ 31.73				
5/24/2018	Owen (ready mix)			\$ 54.48				
4/26/2018	Newman (signs)			\$ 318.68				
6/8/2018	Labor (stormdrain)	\$ 1,305.00						
6/5/2018	Newman (signs)			\$ 72.57				
5/25/2018	Labor (Part time hours)						\$ 1,924.80	
5/25/2018	Labor (signs)			\$ 2,588.64				
5/24/2018	KC Winnelson (metal culverts)	\$ 5,498.39						
6/27/2018	Labor (Part time hours)				\$ 1,103.35			
6/27/2018	Labor (Part time hours)						\$ 840.48	
6/27/2018	Labor							\$ 23,197.50
	Fund Payments	\$ 16,759.74	\$ -	\$ 3,577.03	\$ 4,105.21	\$ -	\$ 6,577.66	\$ 40,165.94

As of 06/2018,
Allotted \$150,000.00
 Remaining Balance: \$10,698.29

[illegible]