



AMENDED AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
JUNE 18, 2018
7:00 PM

- 1. Call to Order & Pledge of Allegiance**
- 2. Roll Call**
 - A. Roll Call**
- 3. Ceremonial Matters**
- 4. Public Participation**
- 5. Approval of Minutes**
 - A. Board of Aldermen - Work Session - Jun 4, 2018 6:00 PM**
 - B. Board of Aldermen - Regular Meeting - Jun 4, 2018 7:00 PM**
- 6. Agenda Items**
 - A. Love the Square— Antique Tractor Show & Parade**
 - B. Revised Farmer's Market Area**
 - C. Health Fair Incentive**
 - D. 2018 Destruction of Records**
 - E. Council Bill 41: A Resolution Authorizing the City of Harrisonville to Participate in the Mid-America Regional Council/Kansas City Regional Purchasing Cooperative Program, and Establishing an Effective Date**
 - F. Council Bill 42: A Resolution of the Board of Aldermen authorizing the City Administrator to enter into an Agreement with Vance Brothers, Inc. for Slurry Sealing of Streets, and establishing an Effective Date.**
 - G. Council Bill 43: A Resolution of the Board of Aldermen authorizing the City Administrator to enter into an Agreement with Wil-Pav, Inc. for the 2018 Asphalt Program Milling and Overlay**
 - H. Council Bill 44: A Resolution Authorizing the City Administrator to Execute an Agreement with Nationwide Retirement Solutions to Transition to New Deferred Compensation Plan Provider for the City of Harrisonville, and Establishing an Effective Date**

- I. Council Bill 45: A Resolution of the Board of Aldermen authorizing the City Administrator to enter into an Agreement with TAPCO (Traffic and Parking Control Company, Inc.) for Manually Actuated Flashing Signals, and Establishing an Effective Date.**
- 7. Aldermen and Committee Reports**
- 8. Report from the City Administrator**
- 9. Report from the Mayor**
- 10. Adjourn to Executive Session -- RSMo. 610.021(2); Leasing, Purchase or Sale of Real Estate**
- 11. Adjourn From Regular Session**

Posted on City Hall Bulletin Board this 15th day of June 2018

Randall K. Jones, City Clerk

The Board of Aldermen meeting is an open meeting but is not a meeting of the public. There is a place on the agenda for comments of citizens under PUBLIC PARTICIPATION. Our rule is that comments by any individual or group shall not exceed (4) minutes. The Board of Aldermen request that concerns be initially addressed at the appropriate action level before coming to the Board of Alderman



DRAFT
MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
WORK SESSION
CITY HALL
JUNE 4, 2018
6:00 PM

1. Call to Order & Roll Call

The meeting was called to order at 6:00 p.m. by Mayor Hasek.

Attendee Name	Organization	Title	Status	Arrived
Judy Bowman	Harrisonville	Board Member	Present	
Clint Long	Harrisonville	Board Member	Late	6:20 PM
Jessica Levsen	Harrisonville	Board Member	Present	
David Dickerson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Absent	
Judy Reece	Harrisonville	Board Member	Present	
Brad Bockelman	Harrisonville	Board Member	Present	
Brian Hasek	Harrisonville	Mayor	Present	

Others present were: City Administrator Happy Welch, Public Works Director Eric Patterson, Airport Manager James Green and City Clerk Randall Jones, Recording.

2. Discussion Items

A. Lawrence Smith Memorial Airport

Mike Waller with Lochner presented the airport layout plan narrative report. Alderman Bowman asked if Table 5.2 and 5.3 were prioritized lists and the answer was yes. Alderman Bowman asked when the landing strip or runway had been improved on last and Airport Manager James Green stated it had been three years ago.

3. Adjourn from Work Session

Work session was officially closed at 6:44 p.m.

Work Session**Monday, June 4, 2018****6:00 PM**

Brian Hasek, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Jun 4, 2018 6:00 PM (Approval of Minutes)



DRAFT
MINUTES
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
JUNE 4, 2018
7:00 PM

1. Call to Order & Pledge of Allegiance

Meeting was called to order by Mayor Hasek at 7:00 p.m.

2. Roll Call

Attendee Name	Organization	Title	Status	Arrived
Judy Bowman	Harrisonville	Board Member	Present	
Clint Long	Harrisonville	Board Member	Present	
Jessica Levsen	Harrisonville	Board Member	Present	
David Dickerson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Absent	
Judy Reece	Harrisonville	Board Member	Present	
Brad Bockelman	Harrisonville	Board Member	Present	
Brian Hasek	Harrisonville	Mayor	Present	

Others present were: City Attorney John Fairfield, City Administrator Happy Welch, Public Works Director Eric Patterson and City Clerk Randall Jones, Recording.

3. Ceremonial Matters

None

4. Public Participation

None

5. Approval of Minutes

A. Board of Aldermen - Regular Meeting - May 21, 2018 7:00 PM

RESULT: ACCEPTED [UNANIMOUS]
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Minutes Acceptance: Minutes of Jun 4, 2018 7:00 PM (Approval of Minutes)

MOVER: David Dickerson, Board Member
SECONDER: Jessica Levsen, Board Member
AYES: Bowman, Long, Levsen, Dickerson, Turner, Reece, Bockelman
ABSENT: Marcia Milner

6. Agenda Items

A. Re-Appointments to Park Board: Cathy Faris, Phil Rogers, David Atkinson

Motion By Alderman Bowman with second by Alderman Reece to re-appoint Cathy Faris and David Atkinson to the Harrisonville Park Board. Motion carried with voice vote.

RESULT: **ADOPTED [UNANIMOUS]**
MOVER: Judy Bowman, Board Member
SECONDER: Judy Reece, Board Member
AYES: Bowman, Long, Levsen, Dickerson, Turner, Reece, Bockelman
ABSENT: Marcia Milner

B. Report: Surplus Vehicle Sales

Staff report presented by City Administrator Happy Welch.

RESULT: **PRESENTED**

C. Repair of 310J Backhoe

Staff report presented by Public Works Director Eric Patterson. Approved spending money for backhoe repair up to

RESULT: **APPROVED [UNANIMOUS]**
MOVER: David Dickerson, Board Member
SECONDER: Matt Turner, Board Member
AYES: Bowman, Long, Levsen, Dickerson, Turner, Reece, Bockelman
ABSENT: Marcia Milner

D. An Ordinance Ratifying Ordinance Number 3434 that amended Section 205 Article V Fireworks, of the Harrisonville Code of Ordinances, Reaffirming the the Amended Language, and Establishing an Effective Date.

Second reading for Council Bill #37. Having been read by title only for second time, Roll call vote was taken: Alderman Bowman nay, Alderman Bockelman aye, Alderman Reece nay, Alderman Milner absent, Alderman Dickerson aye, Alderman Long aye, Alderman Turner aye, Alderman Levsen aye. Upon passage, Mayor Hasek designated it to be Ordinance #3441.

RESULT: **ADOPTED [5 TO 2]**
AYES: Long, Levsen, Dickerson, Turner, Bockelman
NAYS: Judy Bowman, Judy Reece
ABSENT: Marcia Milner

E. A Resolution Authorizing the City Administrator to Execute a Memorandum of Understanding with MidAmerica Nazarene University to Provide Discount Tuition for Approved Courses and Programs for Employees and Their Immediate Family

Staff report presented by City Administrator Happy Welch as an added benefit for employees. City Attorney John Fairfield stated that this is not an endorsement of MNU. Upon passage, Mayor Hasek designated it to be Resolution #20-18.

RESULT: ADOPTED [UNANIMOUS]
MOVER: David Dickerson, Board Member
SECONDER: Jessica Levsen, Board Member
AYES: Bowman, Long, Levsen, Dickerson, Turner, Reece, Bockelman
ABSENT: Marcia Milner

F. A Resolution of the Board of Aldermen of the City of Harrisonville, Missouri Approving the Fireworks Display in the City Park on July 4th, 2018

Staff report presented by HES Director Eric Myler. Alderman Bowman asked if there had been any other bids. Parks & Recreation Director Chris Deal answered not in the seven years he has been with the city. Upon passage, Mayor Hasek designated it to be Resolution #22-18.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Matt Turner, Board Member
SECONDER: Jessica Levsen, Board Member
AYES: Bowman, Long, Levsen, Dickerson, Turner, Reece, Bockelman
ABSENT: Marcia Milner

G. A Resolution Pursuant to Chapter 103, Administration, Section 103.010 Personnel Rules and Regulations; Establishing and Approving a New Personnel Policy for the City of Harrisonville, Missouri and Establishing an Effective Date

Staff report presented by City Administrator Happy Welch. Alderman Bowman questioned about the holiday observance of Martin Luther King Jr. Day. Administrator Welch stated that the Personnel/Finance Committee recommended to remain as is. Public Works Director Patterson stated that his department wanted to keep as is. Mayor Hasek stated he had not had any employees voice a concern. Alderman Levsen asked about exploring the cost if city were to add another holiday. Alderman Bowman stated that she wished staff would have been consulted and that the city should consider the community's thought about observing Martin Luther King Jr. Day. Upon passage, Mayor Hasek designated it to be Resolution #23-18.

RESULT: ADOPTED [UNANIMOUS]
MOVER: David Dickerson, Board Member
SECONDER: Matt Turner, Board Member
AYES: Bowman, Long, Levsen, Dickerson, Turner, Reece, Bockelman
ABSENT: Marcia Milner

7. Aldermen and Committee Reports

Alderman Bowman acknowledged the Customer Appreciation Day that was held at the Harrisonville Animal Shelter.

Alderman Turner stated it was a fun experience at the Animal Shelter last week and then announced about the Youth Fishing Derby to be held this week at the City Park.

8. Report from the City Administrator

Administrator Welch stated that State Auditor's office sent information about return re-audit possibly later this month. He presented a tentative budget work session schedule.

A. City Administrator's Report

9. Report from the Mayor

Mayor Hasek reminded everyone about the Household Hazardous Waste Drop Off Event this week at the Street Department building. Trash service will be delayed one day during a holiday week. He stated that a follow up report will be given after the State Auditor's return. Mayor Hasek and several of the aldermen will be attending a Missouri Municipal League training in Jefferson City this week. The Farmer's Market and Junk In the Trunk have started on the Square.

10. Adjourn from Regular Session

Motion by Alderman Dickerson and second by Alderman Turner to adjourn. Motion carried. Meeting adjourned at 7:33 p.m.

Brian Hasek, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

Minutes Acceptance: Minutes of Jun 4, 2018 7:00 PM (Approval of Minutes)



STAFF REPORT

TO: Board of Aldermen
FROM: John Hofer, Director
DATE: June 12, 2018
SUBJECT: Love the Square— Antique Tractor Show & Parade

Type of Item: *Approval*

Issue: The applicant, Happy Welch from Love the Square group, has requested permission to host an antique tractor show and parade event on the historic Harrisonville square on Saturday July 7, 2018 in conjunction with the weekly Farmer's Market event. The tractor show event will run from approximately 11:00 am until 5:00 pm. We anticipate closing the square approximately 10:00 am.

Background: Many similar events have been held on the Harrisonville square with no noted complaints or concerns in the past. The applicant is anticipating a crowd size of approximately 200.

The applicant is proposing blocking the entire square to vehicular traffic for the event. The tractors will stage in the west parking lots off of Wall Street to the East of the Square and the parade to the square using Wirt and Pearl Streets. The street department will complete the street closures for the square with an estimated cost of \$166.00. The applicant is requesting that the City provide the require insurance coverage.

Recommendation: With no noted complaints or concerns with previous events staff is recommending approval for this event.

A. Action Item (ID # 2927)

Love the Square— Antique Tractor Show & Parade



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: June 5, 2018
SUBJECT: Revised Farmer's Market Area

Type of Item: *Approval*

The Farmer's Market had to move to the east side of Lexington St. due to the construction on the courthouse. They find they like that location better and would like to block Lexington from Wall St. to Pearl St. so they can have room to add vendors and allow patrons to walk around without traffic driving through. They will also have an overflow area for vendors on the south side of Pearl St. along the courthouse if need be but only utilize that when they exceed spaces. The proximity to the Brickhouse Coffee Shop is also an attraction to setup along Lexington.

The Farmer's Market is asking for a revision to their Event Permit and permanently relocate to this area.

B. Action Item (ID # 2904)

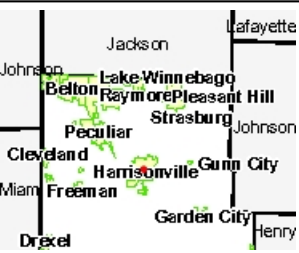
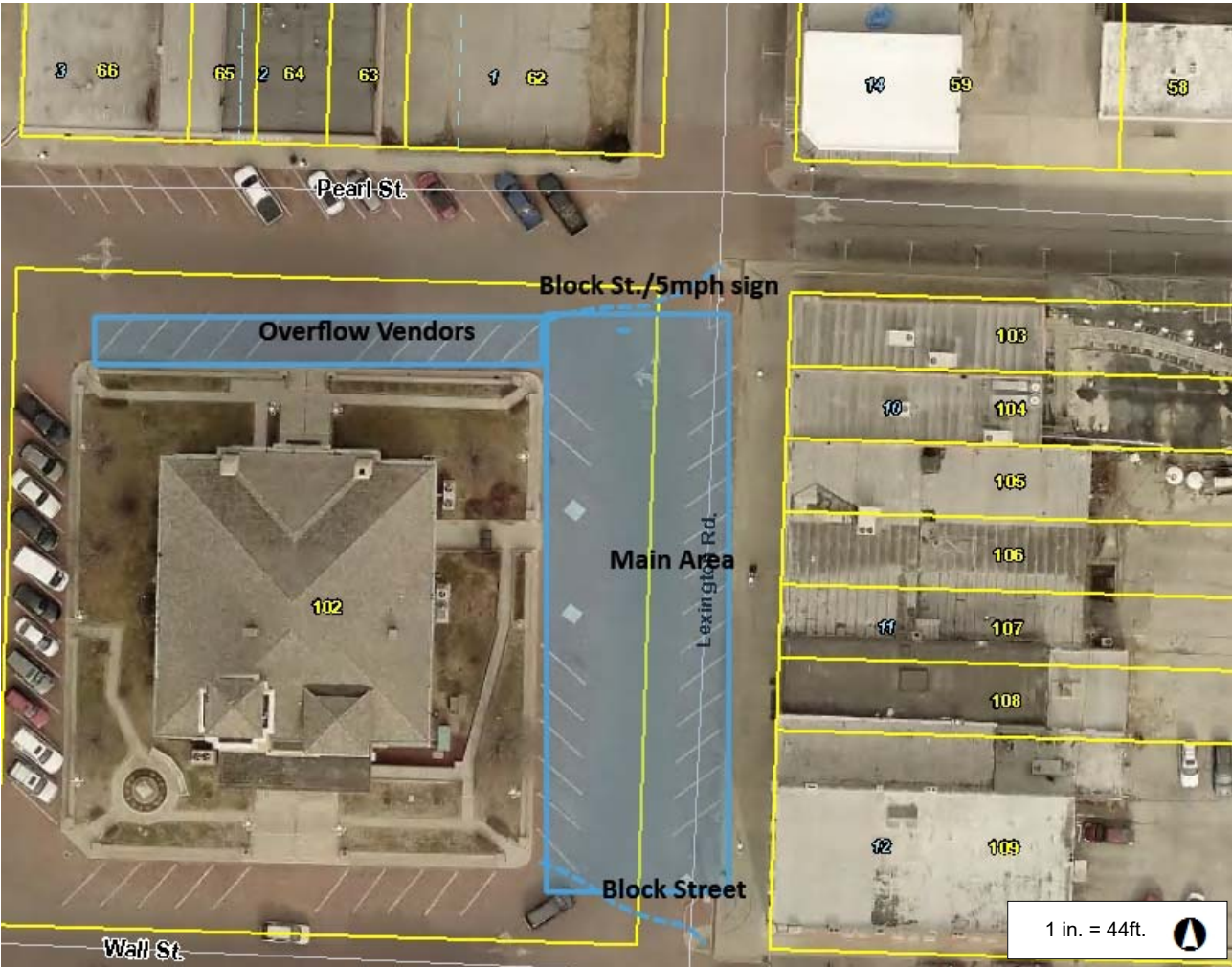
Revised Farmer's Market Area

Attachments:

Farmer's Market Area (PDF)

Farmer's Vendor Vendor Spots (PDF)

2018 approved permit (PDF)



- Legend**
- Road
 - <all other values>
 - Interstate
 - State Route
 - Parcel
 - Parcel Number/Acres
 - Original Lot
 - Corporate Limit Line
 - County Boundary

Notes

88.7 0 44.37 88.7 Feet

This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Attachment: Farmer's Market Area (Revised Farmer's Market Area)



Attachment: Farmer's Vendor Spots (Revised Farmer's Market Area)

SPECIAL EVENTS APPLICATION

A. **FILING PERIOD:** An application for an event permit shall be filed not less than seven (7) days prior to the meeting of the Board of Alderman at time applicant desires the issuance of a permit. Applicant must realize that, dependent upon the nature of the event and the scope of services being required of the City, the Board of Alderman may require additional time to review the permit application.

B. **CONTENTS:** The application for an event permit shall set forth the following information.

1. Organization: Harrisonville Farmers Market
2. Name of Applicant: Amanda Stites
Address: 30118 S. Main St, Harrisonville MO 64701
Phone: 816-884-2592 Cell: 785-979-5143
3. Purpose of Event: Community produce and local craft market
4. Proposed date(s) and time(s) of Event: Saturdays June through September. Setup at 7am, open 8am to 12p.
5. Location(s) where event will be held: Harrisonville Square beginning at the corner of Wall and Independence, then continuing down Pearl & Lexington.
6. Anticipated crowd size: 100-200 vendors & patrons
7. City services requested: (Please check all that apply) Provide detailed letter for these requests.
☐ Electricity ☐ Police Protection ☐ Traffic Control ☐ Ambulance Standby
☒ Cones ☐ Barricades ☐ Street or parking lot clean up
8. Any additional information: Traffic will not be blocked. Cones and speed signs will be used to maintain customer and vendor safety.

APPROVED this _____ day of _____, 20 ____.

Chief of Police

City Clerk

Attachment: 2018 approved permit (Revised Farmer's Market Area)

Harrisonville Farmers Market City Services Requested

Cones: 12 needed

Speed Signs: 2 signs (5 Miles per hour)

Please leave cones and speed signs on the Harrisonville Square at the corner of Independence and Pearl prior to the event date.



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: June 13, 2018
SUBJECT: Health Fair Incentive

Type of Item: *Approval*

In an effort to increase participation by employees in our health fair in October, staff would like to raffle off 3 half day/paid time off for three different employees who participate. Employees have to sign up and go through the screenings that we will be offering that morning to be eligible. Salary and hourly. It will break down to 4 hours for a 40 hour employee, 6 hours for police and dispatchers, and 12 hours for fire/EMS.

I would like a simple voice vote for Board approval to offer this. We had 33 participants out of 142 employees two years ago. We are also working on some other ways to entice participation.

C. Action Item (ID # 2928)

Health Fair Incentive



STAFF REPORT

TO: Board of Aldermen
FROM: Randy Jones, City Clerk
DATE: April 19, 2018
SUBJECT: 2018 Destruction of Records

Type of Item: *Approval*

I am requesting the Board of Aldermen's approval for the annual destruction of records for the following departments: Administration/Payroll, Finance/Utilities, Codes, Animal Control and Police Department. The departments follow the State of Missouri Secretary of State's retention guidelines for this determination; in a few instances we keep some records longer than the State's recommended requirements.

Open records and non-confidential records will be recycled as part of our paper recycling program in the City's paper recycling dumpster. Other records that have confidential information will be shredded. Attached are the requested records to be destroyed.

D. Discussion Item (ID # 2861)

2018 Destruction of Records

Attachments:

Destruction of Records 2018 (PDF)



300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

June 18, 2018

I am requesting the Board of Aldermen's approval for the annual destruction of records. The City Clerk's office follows the Missouri Municipal Records Manual and the State Retention Schedule. The following is a list of records to be destroyed with corresponding retention code following:

ADMINISTRATION FILES

STORM WATER MANAGEMENT – GS012

SQUARE PARKING ISSUE – GS012

SOUTHSIDE INTERCEPTOR – GS012

ELSA CURD – GS012

CROWN CARE CENTER – GS012

PLAZA DRIVE GAS LINE – GS012

RUBENS, KASE, CAMBIANO & BRYANT – GS012

ROCK HAVEN SEWER EXTENSION – GS012

STREET DEPARTMENT – GS012

AIRPORT – GS012

MARVIN BURRIS PROPERTY – GS012

CHARTER COMMUNICATIONS – GS012

LAVERNE ALLEN – GS012

ALLEN TRANSFORMER SITE – GS012

ADVANTAGE ENTERPRISES – GS012

LEONA MILBERGER – GS012

SEWER BOND REFI96 – GS012

BRENT BROWN – GS012

PARKING ISSUE HALSEY – GS012

COMMERCIAL STREET – GS012

HAWTHORN ESTATES – GS012

LAKESIDE TRAILER PARK – GS012

ROSS MILLER – GS012

MOPUB ALLIANCE – GS012

ANNUAL REPORT – GS012

RW BECK – GS012

TRANSMISSION PLANNING – GS012

BIDS 2001 – GS012

EAST ELM STREETS – GS012

ECONOMIC DEVELOPMENT 2001- GS012

ELECTRIC RATE STUDY 2003 – GS012

AMEREN CORRESPONDENCE – GS012

CLEAR WELL STUDY – GS012

ELM/MECHANIC PROJECT – GS012

LITIGATION FILES - GS058 – SUSAN YODER/CASS COUNTY CLERK/STATE OF MO

TAX VALUATION/ASSESSMENTS – 2000 THRU 2012 – GS0747

TRAINING RECORDS/COMMITTEE-2011/2012 – GS064

INSURANCE FORMS – GS057

Attachment: Destruction of Records 2018 (2018 Destruction of Records)

CITY CLERK CONFERENCE – 2013 – GS070
ALDERMEN HEARING – 2008 – GS058
MORALES CONFERENCE 2014 – GS070
LITIGATION FILES – GS058 – CAROLAN/DUTTER/FOGAL
ANDERSON/JOHNSON/IAFF LOCAL/CCFD/D. CAROLAN/CAMPBELL/LASALLE
BANK
ANNUAL ELECTRIC REPORTS 1990-1999 – GS012
1997 IBEW CONTRACT – GS060
EXPIRED BONDS – GS060
2000 CENSUS INFORMATION – GS012
EXPIRED INSURANCE – GS057
LIQUOR LICENSES – 2014 THRU 2016 – GS050
INSURANCE 2012-13 – GS055
2005 W/CCFPD – GS055
2009/2011 TRAINING PACKETS – GS047
TAX ASSESSMENT 2005-2011 – GS0753
TRASH COMPLAINTS – GS012
BUDGET PREP – 2013/2014/15 – GS004
SUNSHINE REQUEST FORMS 2009-2014 – GS066
GENERAL CORRESPONDENCE 2014 – GS012
CITIZEN PETITIONS -GS039
LELAL BILLS 2010,2011 & 2014 – GS060
SUPPLY ORDERS 2011-2012 – GS009
MISC TRAVEL/TRAINING -GS070
PROCLAMATIONS 2010 – GS012
ENGINEERING CONTRACT 2010 – GS060
LETTERS/MEMOS 2010-12 – GS012
STAFF NOTES 2012-14 – GS085
PHONE MESSAGES 2014 AND BEFORE – G016
COPIER BIDS 2012 – GS055
SAFETY TRAINING 2014 – GS064
STERLING EMPLOYMENT SCREENING – GS060
LOSS CONTROL PROGRAM 2012-13 – GS064
MARCIT/CMA AGREEMENTS – GS060
2002 TRANSPORTATION SURVBHEY – GS0121
GALLAGHER GROUP – GS060
ROOF REPAIR – GS055
TRANSPORTATION COMMITTEE 2005 – GS085
YOUN CASE – GS012
DEPT OF CONSERVATION – GS012
½ CENT SALES TAX – 1999 – GS012
MIDMO PRP – GS012
MISC. CORRESPONDENCE – GS012
MEADOWLARK DRAINAGE PROJECT – GS012
MEADOWVIEW ADDITION – GS012
MANHOLE/PIPELINE REHAB 1995 – GS012
RICHARD LOWRANCE – GS012
MUNICIPAL COMPLEXT BOND - GS012
DEPT OF LABOR SALT DOME – GS012
PARK SEWER 1999 – GS012
SHARON LOVE – GS012
DEACONESS LONG TERM CARE – GS012
LITIGATION FILES – GS012
HILLCREST DRAINAGE – GS012

HETTICH AMERICA – GS012
PARKWOODED DRAINAGE – GS012
APPRAISAL FOR 501 E MECHANIC – GS012
COMMITTEE PACKETS – GS021 - AIRPORT – 2000-2003/ANIMAL CONTROL
2001/FINANCE 2000-2003/P&Z 2001-2006/PUBLIC SAFETY – 2000-2002/PUBLIC
WORKS 2000-2003
EVENT PERMITS 2000-2008 – GS1401
PERSONNEL MANUAL 1990 – GS085
IT APPLICATIONS – GS062
EM ACTION MANUAL 2002 – GS085
MEETING NOTICES 2005 – GS012
UTILITY RECAPS 2000 – 2004 – GS012
SOFTWARE INFORMATION 2000 – GS012
PAYCOR AND PAYCOM PROPOSAL – GS055
OT REPORTS 2003-2005 – GS064
P&L ENTERPRISES INVOICE – GS012

Respectfully submitted:

Randall K. Jones
City Clerk



300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

April 23, 2018

Below is the list of Accounts Payable and Business Licensing records that currently meet destruction criteria, per the State of Missouri's General Retention Schedule under GS 007, GS 009, GS 034 and GS 050.

I am requesting the Board of Aldermen's approval to destroy the records listed below in 2018. Thank you.

<u>Fiscal Year</u>	<u>Document</u>
2012 & Prior - 2014	Purchase Order Records; Invoices, Statements and Check Stubs (except for Capital Projects, Capital Outlay Projects and TDD Payments.)
2012 & Prior - 2014	Accounts Payable Records; Purchase Order Registers, A/P Check Registers, Open Item Registers and Department Registers
2010 & Prior - 2012	Federal Miscellaneous Income Statements (a.k.a 1099s) Forms and Records
2012 & Prior - 2014	City Collector Records; Business License Records (includes; City Business License Applications and all required licensing documentation attachments)

Sincerely,

Tammy Jonas
City Collector
City of Harrisonville, MO

Attachment: Destruction of Records 2018 (2018 Destruction of Records)



TO: Board of Aldermen
FROM: Chris Arthur, Building Official
DATE: April 20, 2018
SUBJECT: Destruction of Records

Type of Item: *Approval*

I am requesting the Board of Aldermen's approval for the destruction of records for Property Code Enforcement cases resolved to the City of Harrisonville's satisfaction. The department has followed the State of Missouri Secretary of State's retention guidelines for this determination (#0217, 5 years); these records will be destroyed during the city's document destruction cycle in June 2018. .

B. Action Item (ID #)

Destruction of Records

Attachment: Destruction of Records 2018 (2018 Destruction of Records)

A black and white image of a police badge. The badge is circular with a central emblem. The text "OFFICER" is at the top, "HARRISONVILLE" is on a banner across the middle, "POLICE DEPT." is on a banner at the bottom, and "MO" is at the very bottom. The central emblem features a shield with a scale of justice and a sword.

QUANTITY	TYPE OF RECORDS	YEAR	RETENTION
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[illegible]

Method of Destruction: Shred

HARRISONVILLE POLICE DEPARTMENT MEMORANDUM

TO: John Hofer, Chief of Police
FROM: Stacy Bennings
RE: Destruction of Records
DATE: March 6, 2018
CC: Lt. Osterberg, file

I am formally requesting the Board of Alderman's approval of the annual destruction of Police records. The Police Department follows the "Missouri Municipal Records Manual" and the Missouri Secretary of State Retention and Destruction Schedules for this determination. The attached destruction log lists the records to be destroyed and the method of destruction.

Attachment: Destruction of Records 2018 (2018 Destruction of Records)



HARRISONVILLE POLICE DEPARTMENT

RECORDS DESTRUCTION LOG



2018

QUANTITY	TYPE OF RECORDS	YEAR	RETENTION
3 BOXES	Incident/Arrest Reports: Charges Filed and Disposed	2007	5 years
1 BOX	Incident/Arrest Reports: Charges Filed and Disposed, Incident/Arrest Reports: Warrant Arrest, Motor Vehicle Accident Reports	2007	5 years
1 BOX	Incident Reports: Felony (not Class A)-no charges filed	2007	3 years
1 BOX	Incident Reports: Municipal/Misdemeanor-no charges filed, Incident Reports: Non-Criminal , Missing Persons (located safe)	2007	1 year
1 BOX	Incident Reports: PD070750 to PD071149 mixes records series (not Class A felonies) to be destroyed due to significant water and mold damage. See attached memo	2007	Various
3BOXES	Incident/Arrest Reports: Charges Filed and Disposed	2008	5 years
1 BOX	Incident/Arrest Reports: Charges Filed and Disposed, Incident/Arrest Reports: Warrant Arrest, Motor Vehicle Accident Reports	2008	5 years
1 BOX	Incident Reports: Felony (not Class A)-no charges filed	2007	3 years
1 BOX	Incident Reports: Municipal/Misdemeanor-no charges filed, Incident Reports: Non-Criminal , Missing Persons (located safe)	2007	1 year
5 BOXES	Incident/Arrest Reports: Charges Filed and Disposed	2012	5 years
1 BOX	Motor Vehicle Accident Reports	2012	5 years
1 BOX	Incident/Arrest Reports: Warrant Arrest	2012	5 years
1 BOX	Incident Reports: Municipal/Misdemeanor-no charges filed	2016	1 year
2 BOXES	Incident Reports: Non-Criminal , Missing Persons (located safe)	2016	1 year
2 BOXES	Dispatch Records	Various	Reference
1 BOX	Sunshine Requests	2014	3 years
1 BOX	Liquor permits (expired 2015 or prior) Logs	Various 2012	2 years 5 years
1 BOX	Mixed Administrative Records	1996- 2012	Various (max. 5 years)
1 BOX	Peddler and parking permits (expired 2015) Vehicle lockout forms VIN verifications General Correspondence Sunshine requests Alarm log Job advertisements	2014 2016 2016 2016 2009- 2010 2008 2012- 2014	2 years 1 year 1 year 1 year 3 years 5 years 3 years

Attachment: Destruction of Records 2018 (2018 Destruction of Records)

(cont'd)	UCR reports	2003-2009	2 years
	Reference copies (fuel, ticket logs, etc.)	2016	Reference

TOTAL: 29 BOXES

Approved by Board of Alderman (date): _____

Date of Destruction: _____

Method of Destruction: Shred

HARRISONVILLE POLICE DEPARTMENT MEMORANDUM

TO: John Hofer, Chief of Police

FROM: Stacy Bennings

RE: Destruction of Records (PD070750 to PD071149)

DATE: March 6, 2018

CC: Lt. Osterberg, file

On the advice of the Missouri Secretary of State's Office, the above records series is being destroyed due to heavy water and mold damage. The records were reviewed to ensure no class A felonies requiring permanent retention were included. Class A felonies did exist within the records series, but were not located in the damaged box.

Attachment: Destruction of Records 2018 (2018 Destruction of Records)

UTILITY DEPT NEEDS APPROVAL TO SHRED THE FOLLOWING DOCUMENTS:

- GS 015 POSTAL RECORDS 2015 AND OLDER
- GS 020 SERVICE ORDERS/ METER SWAP OUT 2015 AND OLDER
- GS012 PRIMACY FEE REPORTS 2013 AND OLDER
- GS 0742 CIGERETTE TAXES 2013 AND OLDER
- GS 1610 WATER DISTRICT READINGS 2011 AND OLDER
- GS 1603 UNACTIVE/REFUNDED DEPOSIT OLD NOTEBOOKS FROM 1989-1993
- GS 006 SEWER ADJUSTMENT LETTERS 2011 AND OLDER
- GS 076 DAILY CASH COLLECTION REGISTERS 2012 AND OLDER

City of Harrisonville

Finance Department

Memo

To: Randy Jones
From: Debbie Phelps
CC: Marcella McCoy
Date: 6/5/2018
Re: Authorization request for records destruction for the year ending 2018

I am formally requesting the Board of Alderman's approval for the annual destruction of finance department records for the year ending 2018. The finance department follows the State of Missouri Secretary of State's retention guidelines for this determination; some records longer than the State's recommended requirements. Open records and non-confidential records will be recycled as part of the paper recycling program. Listed below are the requested records to be destroyed and the method of destruction.

TYPE OF RECORD	DATE	Retention Source
GENERAL CORRESPONDENCE	2016 & prior	GS 012
ACCOUNTS PAYABLE RECORDS	2012 & prior	GS 007
ACCOUNTS RECEIVABLE RECORDS	2010 & prior	GS 008
PETTY CASH RECORDS	2012 & prior	GS 007
BANK RECORDS: DEPOSIT SLIPS CHECK REGISTERS	2015 & prior	GS 010
MATURED INVESTMENTS INVESTMENT BALANCING	2015 & prior	GS 010
MUNICIPAL COURT BANK RECONCILIATIONS	2015 & prior	GS 010
AIRPORT RECEIPTS	2017 & prior	GS 011
BUDGET PREPARATION RECORDS	2017 & prior	GS 004
PROCEDURE GUIDELINE & MANUALS	When superseded	GS 047

Attachment: Destruction of Records 2018 (2018 Destruction of Records)

MAILING LISTS	Destroy when obsolete	GS 014
UNCLAIMED PROPERTY	2013 & prior	GS 087
CONTRACTS, LEASES, & AGREEMENTS	2012 & prior	GS 060

REPORTS:

CASH RECEIPTS, UPDATE FUND ACCOUNTING, REVENUE & EXPENSE REPORTS, BALANCE SHEET	2004 & prior	GS 073
AUDIT REPORT NON-FINANCIAL WORKPAPERS, SUPPORTING DOCUMENTATIONS	2012 & prior	GS 074
NON RECORDS: PREPAID INSURANCE WORKPAPERS, MONTHLY TRANSFERS, REVENUE REPORT FOR ELE FRANCHISE FEE, M & M BALANCING	2017 & prior	GS 076

Attachment: Destruction of Records 2018 (2018 Destruction of Records)

City of Harrisonville

Finance Department

Memo

To: Marcella McCoy
From: Jamie Martin
Date: 1/4/2018
Re: Authorization request for records destruction for the year ending 2014

I am formally requesting the Board of Alderman's approval for the annual destruction of some finance department records for the year ending 2014. The finance department follows the State of Missouri Secretary of State's retention guidelines for this determination; in a few instances we keep some records longer than the State's recommended requirements.

TYPE OF RECORD	DATE	Retention Source
M & M RECORDS	2014 & prior	(GS 020)

Attachment: Destruction of Records 2018 (2018 Destruction of Records)

City of Harrisonville

EMS Department

Memo

To: Randy Jones
From: Eric Myler
CC:
Date: 6/6/2018
Re: Authorization request for records destruction for the year ending 2018

I am formally requesting the Board of Alderman's approval for the annual destruction of finance department records for the year ending 2018. The EMS department follows the State of Missouri Secretary of State's retention guidelines for this determination; some records longer than the State's recommended requirements. Open records and non-confidential records will be recycled as part of the paper recycling program. Listed below are the requested records to be destroyed and the method of destruction.

TYPE OF RECORD	DATE	Retention Source
PATIENT CARE RECORDS	2016 & prior	GS

45 BOXES DATES OF REPORTS ARE BEFORE 2008

Eric Myler, EMERGENCY SERVICES DIRECTOR

Attachment: Destruction of Records 2018 (2018 Destruction of Records)



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: June 9, 2018
SUBJECT: KCRPC Coop Purchasing

Type of Item: *Approval*

Section 7.2 of the Purchasing Policy allows for use of cooperative purchasing programs for supplies and services.

We are a member of the Mid America Regional Council (MARC) which has a cooperative purchasing arm called Kansas City Regional Purchasing Cooperative (KCRPC). They work with local governments in the 9 county MARC region to solicit bids for goods and services with those approved bid prices available to all members of KCRPC.

This would be considered the same as what we currently do through the State of Missouri Cooperative Purchasing Program, MoDOT Cooperative Purchasing, or NJPA, another group we belong to.

By formally joining this cooperative it would give us another pricing avenue to review for supplies, especially the higher dollar items, and would save staff time if we don't have to go through our process for products or services we need and have already gone through a bidding process.

I would ask for the Board's approval to formally join KCRPC.

Council Bill No. 41

Resolution No.

A Resolution Authorizing the City of Harrisonville to Participate in the Mid-America Regional Council/Kansas City Regional Purchasing Cooperative Program, and Establishing an Effective Date

WHEREAS, Mid-America Regional Council (MARC), is the regional council of governments and metropolitan planning organization, serving the two state, nine county Kansas City metropolitan region;

WHEREAS, MARC established a relationship with the Mid-America Council of Public Purchasing (MACPP), a regional organization of public sector procurement professionals, and the local chapter of The Institute for Public Procurement (NIGP), to form the Kansas City Regional Purchasing Cooperative (KCRPC) to enhance the cooperative purchasing efforts in the region. KCRPC is in its 12th year of operation.

WHEREAS, the KCRPC established a standing Advisory Committee comprised of public sector procurement professionals, representing eleven (11) entities from Kansas and Missouri. The Advisory Committee is responsible for providing professional government procurement expertise and technical support to KCRPC.

WHEREAS, the MARC Board of Directors, consisting of 30 locally elected leaders representing the nine counties and 119 cities in the bi-state metropolitan Kansas City region, approves annual contracts with KCRPC to conduct regional cooperative purchasing efforts. Approved regional contracts include a 1.5% administrative fee which is built into the contract pricing to continue support of KCRPC program.

WHEREAS, the KCRPC works with local governments in identifying new commodities for cooperative purchasing, recruiting local government participation, assembling and distribution of bid packets, analyzing bids, contract administration on awarded contracts and marketing the contracts to local governments.

WHEREAS, the Board of Aldermen agree it is in the best interests of its residents to participate in the cooperative purchasing program through MARC.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:

Section 1: The City of Harrisonville ("City") shall be authorized to participate in any cooperative purchasing contracts whereby supplies and services are procured by the Mid-America Regional Council/Kansas City Regional Purchasing Cooperative process ("Purchasing Cooperative Process") and approved by the Mid-America Regional Council Executive Director, provided such contract was established in accordance with the laws and regulations applicable to KCRPC and to the policies adopted by the City of Harrisonville.

Section 2: That the City Administrator is hereby authorized to sign any MARC, MACPP, or KCRPC document(s) necessary to participate in and implement the herein described Purchasing Cooperative Process that is consistent with City policies.

Section 3: That this resolution shall become in effect immediately for the City of Harrisonville.

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Harrisonville, Missouri, this 18th day of June 2018.

Brian Hasek, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 18th day of June 2018

APPROVED AS TO FORM:

Attorney: John Fairfield



KC Regional Purchasing Cooperative (KCRPC)

The Kansas City Regional Purchasing Cooperative (KCRPC) is a local government purchasing cooperative. It is a partnership of the [Mid-America Regional Council](#), the [Mid-America Council of Public Purchasing \(MACPP\)](#) and local governments.

KCRPC Newsletter
[Current Issue](#)

The KCRPC is a purchasing resource for local governments. MARC operates the KCRPC, and Program Coordinator Rita Parker is responsible for its day-to-day activities.

The KCRPC is managed under the guidance of a steering committee, composed of city and county managers and purchasing officials who provide policy guidance, and an advisory committee of public purchasing officials who advise on specific programs and make specific recommendations on bids and contracts.

The KCRPC is a work in progress intended to help local governments obtain better prices and reduce administrative costs.

If you have any questions or suggestions, please do not hesitate to [contact us](#).

About the Kansas City Regional Purchasing Cooperative

The objective is for the KCRPC to provide these benefits to local governments in the region:

- More cooperative contracts and more opportunities for volume discount savings to local governments.
- New initiatives and new opportunities to save money.
- New opportunities through partnerships with other local governments, schools, and national purchasing cooperatives.

Benefits will also be gained the vendor by increasing bidding opportunities, larger volumes and increasing their customer base.

Mission Statement

The Kansas City Regional Purchasing Cooperative will identify, develop and coordinate regional local government procurement opportunities, to reduce costs. The KCRPC values professional integrity with high ethical standards which is paramount to the performance and establishment of contracts in maintaining open, competitive and fair contracting business practices.

Background

KCRPC is a partnership between [MARC](#), the [Mid-America Council of Public Purchasing \(MACPP\)](#) and local governments. MACPP is the regional professional educational organization for public-sector purchasing professionals, and the local chapter of [The Institute for Public Procurement \(NIGP\)](#).

MARC serves as the legal entity that operates the KCRPC, under the guidance of a steering committee — composed of city and county managers and purchasing officials who provide professional and technical guidance — and MARC's [Local Government Services](#). The KCRPC program coordinator is responsible for its day-to-day activities.

KCRPC is a self-supporting enterprise program funded by a small administrative fee, based on a national average, which is built into contract pricing. All vendors awarded contracts by KCRPC are responsible for accepting purchase orders from participating agencies, tracking sales, and remitting administrative fees to MARC.

Regional Cooperative
Purchasing Activity Since
2003

KCRPC Contracts

71 participants,
\$17,297,413

HGACBuy

132 participants,
\$177,408,627

Total awards: \$194,706,040

**Total savings to local
governments: \$9,859,831**



STAFF REPORT

TO: Board of Aldermen
FROM: April Clark, Assistant
DATE: June 8, 2018
SUBJECT: Contract for Vance Brothers for the 2018 Asphalt Program Slurry Seal

Type of Item: *Contract*

Council Bill No. 42

Resolution No.

A Resolution of the Board of Aldermen authorizing the City Administrator to enter into an Agreement with Vance Brothers, Inc. for Slurry Sealing of Streets, and establishing an Effective Date.

WHEREAS, the City of Harrisonville ("City") wishes to make improvements to the streets and roads through the 2018 Asphalt Program;

WHEREAS, the City went out for bids that were opened on April 26, 2018,

WHEREAS, a notice was posted and bids were accepted for such improvements, and

WHEREAS, Vance Brothers, Inc. was determined to be the lowest and best bidder,

WHEREAS, the Public Works Committee upon review and discussion recommend approving the bid with the add alternates included,

WHEREAS, the Board of Aldermen have reviewed the bids presented and believe it to be in the best interests of the city to approve the low bid for the slurry seal portion of the 2018 Asphalt Program in the amount of \$119,841.00;

NOW THEREFORE BE IT RESOLVED BY THE HARRISONVILLE BOARD OF ALDERMEN THAT:

Section 1: The City Administrator is hereby authorized and directed to enter into an agreement on behalf of the Board of Aldermen with Vance Brothers, Inc. of Kansas City, Missouri, to slurry seal various streets as outlined in the 2018 Asphalt Program at a total cost of \$119,841.00.

Section 2: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Harrisonville, Missouri this 18th day of June 2018.

Brian Hasek, Mayor & Ex Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 18th day of June 2018



2018 ASPHALT PROGRAM

HARRISONVILLE, MISSOURI

To: Mayor & Board of Aldermen
From: Rodney Jacobs
Date: May 24, 2018
RE: Construction Contract Award

Type of Item:

Staff seeks Board approval to award and execute contract with Vance Brothers for the slurry sealing of the streets in this year's program.

Issue:

This project addresses maintenance of the city streets.

Background:

On April 26, 2018 competitive bids were received and opened as follows:

SLURRY SEAL

- | | |
|---|--------------|
| 1. Vance Brothers, Kansas City, MO... | \$88,081.54 |
| 2. Pavement Management, Lee's Summit, MO... | \$101,307.46 |

Recommendations:

With the slurry seal bids, the add alternates at Twin Oaks Drive, Kay Street, and Meadowlark Drive can also be included for an additional \$31,760.03. Staff has reviewed the submittals and background information for the low bidders and requests the Board approve the award and execution of a contract with **Vance Bros., for the slurry seal for \$119,841.57.**



STAFF REPORT

TO: Board of Aldermen
FROM: April Clark, Assistant
DATE: June 8, 2018
SUBJECT: Contract with Wil-Pave for the 2018 Asphalt Program Milling and Overlay

Type of Item: *Contract*

Council Bill No. 43

Resolution No.

A Resolution of the Board of Aldermen authorizing the City Administrator to enter into an Agreement with Wil-Pav, Inc. for the 2018 Asphalt Program Milling and Overlay

WHEREAS, the City of Harrisonville ("City") wishes to make improvements to the streets and roads through the 2018 Asphalt Program;

WHEREAS, the City went out for bids that were opened on April 26, 2018,

WHEREAS, a notice was posted and bids were accepted for such improvements, and

WHEREAS, Wil-Pav, Inc. was determined to be the lowest and best bidder,

WHEREAS, the Public Works Committee upon review and discussion recommend approving the bid with the add alternates included,

WHEREAS, the Board of Aldermen have reviewed the bids presented and believe it to be in the best interests of the city to approve the low bid for the 2018 Asphalt Program in the amount of \$279,338.00;

NOW THEREFORE BE IT RESOLVED BY THE HARRISONVILLE BOARD OF ALDERMEN THAT:

Section 1: The City Administrator is hereby authorized and directed to enter into an agreement on behalf of the Board of Aldermen with Wil-Pav, Inc. of Sugar Hill, Missouri, to mill and overlay various streets as outlined in the 2018 Asphalt Program at a cost of \$279,338.00.

Section 2: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Harrisonville, Missouri this 18th day of June 2018.

Brian Hasek, Mayor & Ex Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 18th day of June 2018



2018 ASPHALT PROGRAM

HARRISONVILLE, MISSOURI

To: Mayor & Board of Aldermen
From: Rodney Jacobs
Date: May 24, 2018
RE: Construction Contract Award

Type of Item:

Staff seeks Board approval to award and execute contract with Wil-Pave for the mill and overlay of the streets in this year's program.

Issue:

This project addresses maintenance of the city streets.

Background:

On April 26, 2018 competitive bids were received and opened as follows:

MILL AND OVERLAY

1. Wil-Pave, Sugar Creek, MO...	\$235,532.00
2. Advanced Asphalt, Grain Valley, MO...	\$238,907.19
3. Metro Asphalt, Independence, MO...	\$239,988.22
4. Tandem Paving, Blue Springs, MO...	\$249,717.47
5. Thorn & Sons, Raytown, MO...	\$250,257.98
6. Phillips Paving, Kansas City, MO...	\$258,529.10
7. Hanrahan Asphalt, Grandview, MO...	\$274,310.84
8. Barclay Asphalt, Liberty, MO...	\$289,316.68
9. Little Joe's Asphalt, Bonner Springs, KS...	\$337,165.55

Recommendations:

With the mill and overlay bids, the add alternates on Westchester and Oakland can be included for an additional \$43,806. Staff has reviewed the submittals and background information for the low bidders and requests the Board approve the award and execution of a contract with **Wil-Pave for the mill and overlay for \$279,338.00.**



STAFF REPORT

TO: Board of Aldermen
FROM: Happy Welch, City Administrator
DATE: June 8, 2018
SUBJECT: Nationwide 457 Plan Res

Type of Item: *Approval*

The Board approved by voice vote Nationwide Retirement Solutions as our 457(b) plan provider at the May 21 meeting.

We are in the process of completing the paperwork and have a resolution to officially accept NRS as the provider. This resolution is an amended version of the one required by Nationwide and request approval by the Board of Aldermen.

Council Bill No. 44

Resolution No.

**A Resolution Authorizing the City Administrator to Execute an Agreement with
Nationwide Retirement Solutions to Transition to New Deferred Compensation Plan
Provider for the City of Harrisonville, and Establishing an Effective Date**

WHEREAS, the City of Harrisonville (“City”) has determined that a new Deferred Compensation Plan (“457(b) Plan”) provider should be made available to all eligible city employees;

WHEREAS, certain substantial tax benefits could accrue to employees in said 457(b) Plan;

WHEREAS, such benefits will act as incentives to City employees to voluntarily set aside and invest portions of current income to meet their future financial requirements and supplement their LAGERS Defined Benefit Plan and Social Security at no cost to the City;

WHEREAS, Nationwide Retirement Solutions has established a master prototype deferred compensation program for cities and political subdivisions permitting its member cities and their employees to enjoy the advantages of this program;

WHEREAS, Nationwide Retirement Solutions, as Plan Administrator, agrees to hold harmless and indemnify the City, its appointed and elected officers and participating employees from any loss resulting from Nationwide Retirement Solutions or its Agents failure to perform its duties and services pursuant to the Nationwide Retirement Solutions’ Program;

WHEREAS, the Board of Aldermen feel it is important to offer the 457(b) Plan to employees and find that the Agreement is in the best interest of the City and its residents;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:

Section 1: That the City Administrator of the City of Harrisonville, Missouri is hereby authorized on behalf of the the Board of Aldermen to enter into the proposed Agreement with Nationwide Retirement Solutions of Columbus, Ohio to act as Plan Administrator for the City of Harrisonville Deferred Compensation Plan for the voluntary participation of eligible employees.

Section 2: That the City Administrator is hereby authorized to execute for the City, individual participation agreements with each said employee requesting same, and to act as the Administrator of the Plan representing the City.

Section 3: It is implicitly understood that other than the incidental expenses of collecting and disbursing the employee’s deferrals and other minor administrative matters, that there is to be no cost to the City for the program.

Section 4: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN AND APPROVED BY THE MAYOR OF THE CITY OF HARRISONVILLE, MISSOURI ON THIS 18TH DAY OF JUNE 2018.

Brian Hasek, Mayor and Ex-Officio

Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 18th day of June 2018



STAFF REPORT

TO: Board of Aldermen
FROM: Sheryl Stanley, Deputy City Clerk
DATE: June 15, 2018
SUBJECT: Purchase of 4 Crosswalk Flashers

Type of Item: *Approval*

The following memo is from John Hofer, Police Chief:

The installation of signalized crossing lights at selected locations have been determined necessary for the protection of pedestrian traffic. Competitive quotes were obtained from companies for two sites (Site 1 and Site 2 as shown in Figure 1) as follows:

TAPCO...	\$14,349.76
Mobotrex....	\$18,044.00
Mid-American Signal...	\$18,500.00

Since the quote from the TAPCO was low enough, *two additional sites* have been identified as Sites 3 & 4 on the figure below:

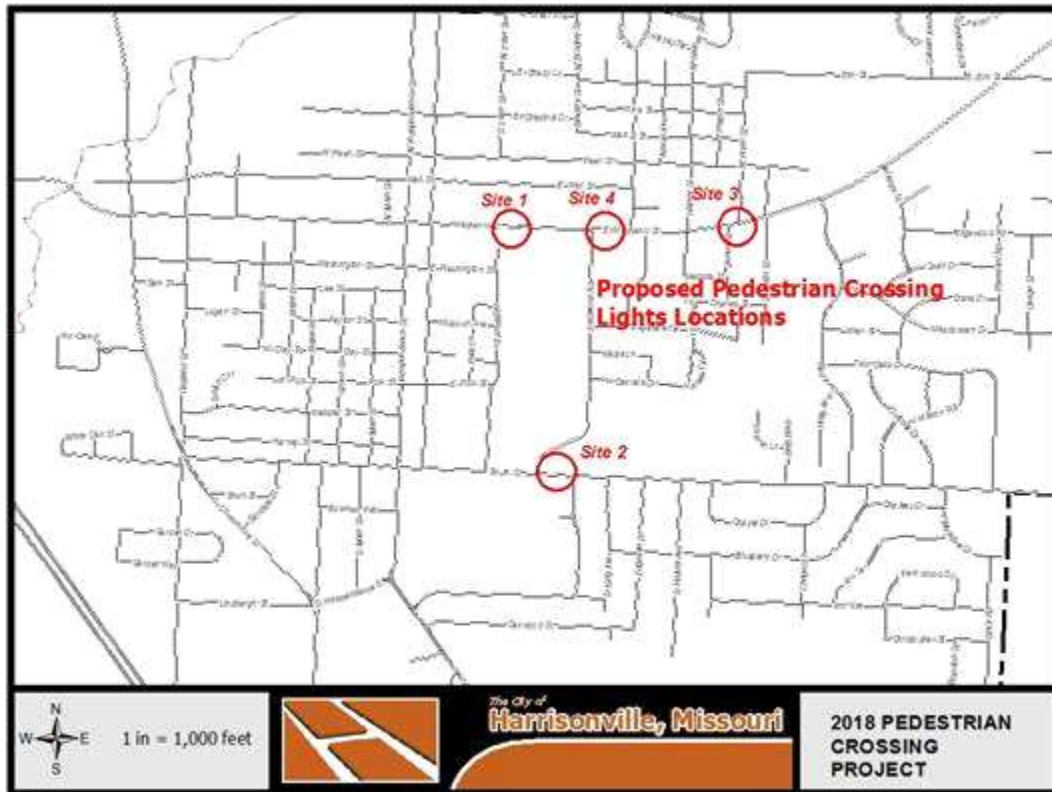


Figure 1 - Location Map

Each site will have two solar powered, manually actuated flashing signals. The signals will be amber rectangular rapid flashing beacons as illustrated in Figure 2



Street Department staff will install the pole, signs, lights with solar system.

The budget for this project is \$28,000 and the material cost from TAPCO for signalized systems at 4 locations will not exceed the cost of \$28,700.

Staff and the Public Safety Committee recommends that the purchases of four crosswalk flasher systems for the aforementioned sites.

Please let me know if you have any questions or concerns.

Figure 2

Council Bill No. 45

Resolution No.

A Resolution of the Board of Aldermen authorizing the City Administrator to enter into an Agreement with TAPCO (Traffic and Parking Control Company, Inc.) for Manually Actuated Flashing Signals, and Establishing an Effective Date.

WHEREAS, the City of Harrisonville ("City") wishes to make safety improvements to four crosswalk locations with new manually actuated flashing signals ("Crosswalk Signals");

WHEREAS, the City went out for quotes and received responses from 3 vendors,

WHEREAS, the 2018 budget for the Crosswalk Signals was set at \$28,000, and the low quote allows the city to add two more crosswalk locations;

WHEREAS, TAPCO submitted the lowest quotes and can provide the requested equipment,

WHEREAS, the Public Safety Committee upon review and discussion recommend approving the quote with three locations on Mechanic St. (State Route 7) and 1 location on South St. (State Route 2),

WHEREAS, the Board of Aldermen have reviewed the quotes presented and believe it to be in the best interests of the city to exceed budget and approve the purchase of 4 sets of Crosswalk Signals for \$28,699.52;

NOW THEREFORE BE IT RESOLVED BY THE HARRISONVILLE BOARD OF ALDERMEN THAT:

Section 1: The City Administrator is hereby authorized and directed to purchase on behalf of the Board of Aldermen with TAPCO (Traffic and Parking Control Company, Inc.) of Brown Deer, Wisconsin, to purchase 4 sets of Crosswalk Signals at a total cost of \$28,699.52.

Section 2: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED by the Board of Aldermen and **APPROVED** by the Mayor of the City of Harrisonville, Missouri this 18th day of June 2018.

Brian Hasek, Mayor & Ex Officio
Chairman of the Board of Aldermen

ATTEST:

Randall K. Jones, City Clerk

WITNESS my hand and seal this 18th day of June 2018