



**AGENDA  
CITY OF HARRISONVILLE  
PUBLIC WORKS COMMITTEE  
REGULAR MEETING  
CITY HALL  
JANUARY 8, 2015  
6:00 PM**

- I. Call to Order**
  - A. Present**
- II. Approval of Minutes**
  - A. Public Works Committee - Regular Meeting - Dec 4, 2014 6:00 PM**
- III. Agenda Items**
  - A. Closing a Portion of Glen Eagle Drive**
  - B. Curb & Gutter/Sidewalk Policy**
  - C. South Commercial Extension**
- IV. Stormwater Issues**
- V. Public Works Project Updates**
- VI. Airport Reports**
  - A. DECEMBER AIRPORT REPORT**
- VII. General Discussion**
- VIII. Adjourn**

**This meeting will be open to the public.**

**Posted on City Hall Bulletin Board this 31st day of December, 2014**

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**Kim Hubbard, City Clerk**



**DRAFT**  
**MINUTES**  
**CITY OF HARRISONVILLE**  
**PUBLIC WORKS COMMITTEE**  
**REGULAR MEETING**  
**CITY HALL**  
**DECEMBER 4, 2014**  
**6:00 PM**

**I. Call to Order**

The meeting was called to order at 6:00 PM by Chair Ivan Stull

Attendee Name	Title	Status	Arrived
Kevin Wood	Member	Present	
Doug Meyer	Alternate	Absent	
Morris Coburn	Member	Present	
David Dickerson	Member	Present	
Ivan Stull	Chair	Present	
Bret Brown	Member	Absent	

*Others Present: City Administrator Keith Moody, Street Superintendent Rodney Jacobs, Airport Manager James Green, Public Works Director Jerry Gibbs, Assistant Public Works Director Eric Patterson, and City Clerk Kim Hubbard.*

**II. Approval of Minutes**

- A. Public Works Committee - Regular Meeting - Nov 6, 2014 6:00 PM** Accepted  
*Minutes were accepted.*

**III. Agenda Items**

- A. Purple Heart City Sign** Approved

*City Clerk Hubbard reminded the committee of the proclamation presented at the November 3, 2014 Board of Aldermen designating the City as a Purple Heart City. Mr. Dismar, Military Order of the Purple Heart has asked if the City is interested in displaying a sign that says Purple Heart City. The costs of the signs are \$100 each and noted that the more signs that could be ordered the less the cost would be. Discussion took place regarding different locations the signs could be displayed. It was decided the City would purchase three signs and staff was directed to contact Mr. Dismar asking that the City be put on the list to purchase signs.*

Minutes Acceptance: Minutes of Dec 4, 2014 6:00 PM (Approval of Minutes)

**B. PrePurchase Filter Meda & Equipment**

*Mr. Gibbs reported the bid opening for this item had been cancelled and there was nothing to present.*

**C. Policy City of Harrisonville Curb, Guttering and Sidewalk Repair & Replacement Prioritization Program**

*Mr. Gibbs reviewed the draft sidewalk/curb program policy that was discussed at the November Public Works meeting and shared the importance of having a formal policy in place. Mr. Gibbs also discussed that the Board would need to decide on an annual budget for this program that will be separate from the sidewalk/curb repair budget. Mr. Gibbs was asked to come back with a more defined policy.*

**IV. Stormwater Issues**

There was no public present and staff had no stormwater issues for discussion.

**V. Public Works Project Updates**

Mr. Patterson reported on the following:

- Redzone would be out for the next two weeks and would return after that.
- The sewer master plan cost is still being negotiated and will be presented to the Board once a price has been agreed upon.
- Reported on the bids received for the City Park Lake Dam Stabiization Project.
- Update was given on the 291/49, crews are working night and day and that there was an issue with water taps which has been resolved.

Alderman Coburn asked about the Sapps Truck Stop and stated they have started moving dirt. Staff reported that Sapp's has decided to stay in the County and there are no City permits needed. There was discussion on the possibility of the City having to grant road access.

Mr. Gibbs reported testing continues at the Power/Water Building. There was discussion on giving the building away and it was stated that the liability of the building would always be with the City and relinquishing the building is not in the best interest of the City.

**VI. Airport Reports****A. November 2014 Airport Report James Green, Airport Manager**

*Mr. Green reviewed his report and discussion took place regarding fuel costs and the option of purchasing additional fuel at the lower prices. Mr. Green reported that the Automated Weather Observation System (AWOS) is down, it will take 3 to 4 weeks before it can be repaired and MoDOT will cover the costs of the repairs.*

*There was discussion that Sam Styron was considering purchasing land near the airport from Lawrence Smith. Mr. Green stated if this happens it could affect future funding for the airport. Mr. Moody stated he thought the City was negotiating a lease agreement with Mr. Styron to which Mr. DeLuca reported that Mr. Styron was not happy with the lease*

*agreement the City had prepared. Staff was directed to contact Mr. Styron regarding the lease agreement.*

## **VII. General Discussion**

There was no other discussion.

## **VIII. Adjourn**

Alderman Dickerson made the motion to adjourn the meeting. Mayor Wood seconded the motion and it was approved by a voice vote. The meeting adjourned at 7:05 p.m.

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Kevin Wood, Mayor & Ex-Officio  
Chairman of the Board of Aldermen

ATTEST:

\_\_\_\_\_  
Kim Hubbard, City Clerk

Minutes Acceptance: Minutes of Dec 4, 2014 6:00 PM (Approval of Minutes)



## STAFF REPORT

**TO:** Public Works Committee  
**FROM:** Rodney Jacobs, Director  
**DATE:** December 30, 2014  
**SUBJECT:** Closing a Portion of Glen Eagle Drive

**Type of Item:** *Approval*

Residents on Nest Court have requested closing Glen Eagle Drive at Talon Drive (second intersection north of 267<sup>th</sup> street). This will prohibit access to Crest Street which has no homes built along it presently and is hidden from view of the existing homes. Drug paraphernalia and prophylactics have been discarded along Crest Street. The Street Department has placed temporary barricades at that location pending the decision of the Public Works Committee for the request.

Mr. Keith Moody spoke with the Dan Whitney the broker for Glenn Eagle to let him know of the concerns expressed by neighbors and that we have placed temporary barriers just north of the second cul-de-sac on Glenn Eagle Drive in attempt to address the issue short term. Mr. Whitney isn't opposed to using a more permanent barricade if the City is paying and that the city will remove them if they sell lots on the north cul-de-sac.

If approved a more permanent barricade will be purchased and placed with additional signage costing approximately \$900.

**A. Discussion Item (ID # 1698)**

Closing a Portion of Glen Eagle Drive



## STAFF REPORT

**TO:** Public Works Committee  
**FROM:** Jerry Gibbs, Director  
**DATE:** December 8, 2014  
**SUBJECT:** Curb & Gutter/Sidewalk Policy

**Type of Item:** *Policy*

**PURPOSE:** At the December 2014 Public Works Committee meeting, staff was asked to revise the proposed *Curb & Gutter/Sidewalk Policy* presented into two policies. The first is the city's policy to prioritize the repair of curb, guttering and sidewalk and the second a policy to encourage residential properties to install new curb, guttering and sidewalk on public streets with open ditches.

**ISSUE:** Attached our two draft policies reflecting the separate programs.

**B. Discussion Item (ID # 1678)**  
Curb & Gutter/Sidewalk Policy

Attachments:

New curb guttering sidewalk 12-8-14 (DOCX)

Replacement curb guttering & sidewalk 12-5 (DOCX)

## POLICY – CITIZEN REQUESTED CURB, GUTTERING AND SIDEWALK

### **Purpose:**

Curb, guttering and sidewalk have a way of tying together neighborhoods and making the neighborhood a more desirable place to live. The City of Harrisonville has established a program for installation of new curb, guttering and sidewalk where none exist. The Board of Aldermen has determined that the program will be offered adjacent to public streets to residential properties in neighborhoods established prior to sidewalks and curb being requirements of City development standards; the program is available on a first come first serve basis. The Board of Aldermen will fund this program during the budget preparation each year.

### **The City's responsibilities under this program:**

- Labor and equipment to install storm sewer as needed at no charge to the property owner.
- Labor and equipment to rough grade the site at no charge to the property owner.
- Repair damage to streets, at the city's sole discretion, caused by the construction of the new curb and gutter without charge to the property owner.
- *EXCEPTION: Street Superintendent at his/her sole discretion may determine city's labor and equipment will be unavailable to complete the installation of said curb, guttering, sidewalk and storm sewer where necessary and/or sidewalk may choose to pay 50% of the actual costs incurred for the installation of the curb, guttering, sidewalk, storm sewer materials and required ADA ramps based on the bidder's unit price for construction and the actual linear footage installed adjacent to the property by a contractor selected by the City.*

### **The property owner's responsibilities under this program:**

- Move any property related existing structure(s) within the construction area.
- Repair any damage to the lawn, landscaping, and/or irrigation systems owned by the property owner.
- Pay 100% of the estimated cost of materials for the curb, guttering, sidewalk, storm sewer materials and required ADA ramps by a contractor selected by the City prior to being placed on the project list. The estimated cost will be based on the estimated linear footage to be replaced and an estimated unit cost derived by the City Administrator or designee.
- If the Street Superintendent determines an exception is necessary – Property Owner will pay for 50% of the actual costs incurred for the installation of the curb, guttering, sidewalk, storm sewer materials and required ADA ramps based on the bidder's unit price for construction and the actual linear footage installed adjacent to the property by a contractor selected by the City.

**Process:** Starting in June, the Street Superintendent will compile all new requests in order they are received. All requests (new and previously submitted) are reviewed and based on the money appropriated for this task by the Board of Alderman, identify work to be completed within the Fiscal year. The number of new installations will depend on the amount of funding available as well as the cost of the contract. Payment must be received by CITY prior to ordering of any materials or notifying a contractor to proceed.

## POLICY – CURB, GUTTERING AND SIDEWALK REPLACEMENT

### Purpose:

Curb, guttering and sidewalk have a way of tying together neighborhoods and making the neighborhood a more desirable place to live. The City of Harrisonville has established a program for the repair and replacement of curb, guttering and sidewalk. City staff will prioritize curb, guttering and sidewalk for replacement. The Board of Aldermen will consider funding of this program during the budget preparation each year. The following standards shall be used by staff to prioritize replacement.

Process: Starting in May, the Street Superintendent will compile his priorities. All requests for replacement and the Street Superintendent's priorities will be considered, reviewed and rated/re-rated according to one of three priorities as outlined below. After the list is prioritized, the project list is sent out for bid, a contract is awarded, and repairs are completed. The number of repairs/replacements depends both on the amount of funding available as well as the cost of the contract.

**Priority One:** Will be repaired as soon as reasonably possible

A vertical settlement drop-off of two inches (2") or greater

Curb that is holding more than four inches (4") of water

Sidewalks on school routes

Sidewalk with a vertical settlement of more than 2"

**Priority Two:** Depending on funds available will be repaired during the current fiscal year's bid.

A vertical settlement drop-off of more than one (1) inch but less than two (2) inches

A chipped or broken surface of seventy five percent (75%) to one hundred (100%) percent

Significant chipping of over fifty percent (50%) of the surface area that is one half inch (1/2") to one inch (1") deep

Curb that is holding more than two inches (2"), but less than four inches (4") of water

Sidewalks with a vertical settlement more than 1"

**Priority Three:** Depending on remaining fund availability after Priority 1 and 2 are satisfied will be repaired as funding allows.

Cosmetic defects

Curb holding less than two inches (2") of water

Sidewalks with a vertical settlement more than 1/4"



## STAFF REPORT

**TO:** Public Works Committee  
**FROM:** Rick Deluca, Director  
**DATE:** December 30, 2014  
**SUBJECT:** South Commercial Extension

**Type of Item:** *Presentation*

Jim Clarke and I will be presenting options in which we can complete the roadway extension from the new intersection (Brookhart & South Commercial) to 267<sup>th</sup> Street.



- C. Action Item (ID # 1700)**  
South Commercial Extension



## STAFF REPORT

**TO: Public Works Committee**  
**FROM: Jerry Gibbs, Director**  
**DATE: December 29, 2014**  
**SUBJECT: December Airport Report by Manager Green**

**Type of Item:** *Report***Hangar and Tie Down Space:**

- All Hangars are Full, 15 people on the waiting list
- 6 Outside tie down spots available

**Fuel:**

- Potential jet fuel sales - approx. 350 gallons
- 100LL - our current price is \$5.46 per gallon
- Fuel prices in our service area:
 

Lee's Summit	\$5.01 per gal.
Butler	\$4.80 per gal.
Gardner	\$5.45 per gal.
Johnson County	\$5.65 per gal.
Grain Valley	\$5.52 per gal.

**AVGAS Sales:** (November 25th to December 28th, 2014)

Price \$5.46 per gallon  
 Gallons Sold 368.6 gallons  
 Revenue \$2,012.56  
 Profit \$250.65

**AWOS:**

Parts are still being loaded with airport specific vocabulary at the factory and should arrive sometime in January.

**Hwy 7 Truss Sign:**

The FAA has concluded their investigation into the city's petition of the "no hazard to air navigation" determination. The FAA has ruled that the petition does not raise substantial safety concerns and has decided that the original determination will remain. The truss sign just north of the runway on 7 hwy will be allowed to be erected and will be required to be lit.

**South Hangar Area Rehabilitation Project:**

Since the land available to the city for matching funds is growing smaller and negotiations for an additional land donation have failed, the agreement the city has already entered into with MoDOT for the design of this project will need to be amended to make the project a multi-year project.

Our consultants are writing an amendment to the agreement and it will be presented to the Public Works Committee before proceeding to the full board sometime in February.

**A. Discussion Item (ID # 1694)**

DECEMBER AIRPORT REPORT

Attachments:

11-14 Potential Jet Fuel Sales (XLS)

<b>POTENTIAL JET FUEL SALES</b>													
(in gallons)													
	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	<i><b>ANNUAL</b></i>
													<i><b>TOTAL</b></i>
<b>2003</b>	?	?	1,700	2,300	2,300	2,500	2,000	2,500	1,800	1,500	1,200	1,400	<b>19,200</b>
<b>2004</b>	1,800	2,500	3,500	2,500	1,500	1,500	3,000	2,800	2,000	2,000	3,200	3,400	<b>29,700</b>
<b>2005</b>	2,100	1,400	1,200	2,200	2,400	2,000	1,500	1,000	2,000	1,500	1,000	1,300	<b>19,600</b>
<b>2006</b>	1,000	1,500	1,800	1,800	1,000	1,300	1,000	1,200	1,500	1,000	1,100	800	<b>15,000</b>
<b>2007</b>	500	1,000	1,000	1,200	1,000	1,200	1,000	500	600	500	300	200	<b>9,000</b>
<b>2008</b>	200	200	200	100	100	200	300	400	200	250	150	100	<b>2,400</b>
<b>2009</b>	150	100	100	150	200	250	150	250	150	150	100	100	<b>1,850</b>
<b>2010</b>	250	350	250	150	150	100	100	150	100	0	200	250	<b>2,050</b>
<b>2011</b>	350	300	250	200	250	200	250	350	200	200	250	200	<b>3,000</b>
<b>2012</b>	150	250	150	200	400	300	200	200	300	200	350	100	<b>2,800</b>
<b>2013</b>	350	250	150	200	250	300	450	250	200	350	550	350	3,650
<b>2014</b>	1,800	500	200	200	300	350	300	200	150	200	250	350	4,800

Attachment: 11-14 Potential Jet Fuel Sales (1694 : December Airport Report by Manager Green)